



Summer Internship Announcement

POSITION TITLE:

Summer Events Associate (Intern)

PUMP BACKGROUND:

Founded in 1996, the Pittsburgh Urban Magnet Project (PUMP) is a membership organization with a mission to make Pittsburgh the most dynamic and diverse place by engaging, educating, and mobilizing all young people to create change in our community. Our vision is to see a Pittsburgh where young people have an active role in advocating and caring for our City, making Pittsburgh the first choice for everyone to live, work, and play. Each year, PUMP serves nearly 30,000 young adults through advocacy, civic, social, and recreational programming including signature events. More information about PUMP's mission and programs can be found at www.pump.org.

INTERNSHIP RESPONSIBILITIES:

Summer events associates will work with PUMP staff to support three key events that occur across multiple days throughout the summer: (1) [Steel City World Cup](#), (2) [OpenStreetsPGH](#), and (3) [Kickball for a Cause](#). Collectively, these three events will draw thousands of people for days of fun, community building, and outdoor recreation.

Intern responsibilities will be coordinated by PUMP staff and may include:

- Event set-up / clean-up and registration
- Vendor support (e.g. music, food, volunteers, etc.)
- Field monitors, score runners, ball retrieval, referee support, etc.
- Food and beverage replenishment
- Photography and video (Must have own phone or camera for photographs)
- Social Media updates
- Zero Waste (i.e. recycling, composting, and trash) support
- Cheering, hi-fives, and words of encouragement for participants
- Other duties identified by event coordinators

EVENT DATES / TIMES

Interns are required to work ONLY on designated event days and times throughout the summer; however, interns must attend all events. The dates and times for the events are as follows:

- Sunday, May 31 (OpenStreetsPGH, 8:45 AM – 1:15 PM)
- Friday, June 26 (Steel City World Cup, TBD - afternoon)
- Saturday, June 27 (OpenStreetsPGH, 8:45 AM – 1:15 PM)

- Saturday, June 27 (Steel City World Cup, 8:00 AM – 6:00 PM)
- Sunday, June 28 (Steel City World Cup, 8:00 AM – 5:00 PM)
- Sunday, July 26 (OpenStreetsPGH, 8:45 AM – 1:15 PM)
- Saturday, August 8 (Kickball for a Cause, 7:00 AM – 6:00 PM)

REQUIREMENTS / PREFERENCES:

- Must be 18 years of age or older
- Energetic, outgoing, and comfortable meeting and interacting with diverse people
- Team player and positive attitude
- Flexible and dependable

COMPENSATION AND BENEFITS:

All interns will receive the following compensation and benefits for successful and satisfactory completion of all internship requirements:

- \$100 stipend per event
- One-year complimentary PUMP membership
- Letter of recommendation for school / employers
- Event t-shirts, swag, and thank-you gifts
- Option to participate as a free agent in one summer [Pittsburgh Sports League](#) (pending available free agent slots / teams)

HOW TO APPLY:

To be considered, all applicants should email an up to date resume to Jave Brown at jave@pump.org no later than May 1, 2020.

QUESTIONS:

Jave Brown, Special Projects Coordinator, PUMP
(p) 412-338-2133 ext. 18
jave@pump.org