**Position Overview:**

The primary responsibility of the External Affairs Intern is to assist with organizing continuous outreach to community, civic, business and other stakeholders, around the proposed new A’s Ballpark. This individual will serve as a community ambassador and work to further develop the A’s brand and its reputation in the communities it serves.

**Primary Responsibilities:**

* Assist External Relations team with a variety of research and special projects in which could relate to Local/State Government Relations, Policymaking, Strategic Planning, Marketing + Communications Management, Community Engagement and Philanthropy.
* Attend community and special events with Vice President of External Affairs by job shadowing to learn of key initiatives that the A’s are involved in.
* Serve as a liaison to the at-large Oakland community, A’s fans, corporate and community partners on behalf of the organization and the Office of the President when called upon.
* Maintain weekly log / database of key local and state lobbying, grassroots and other activities that can affect the A’s future plans and objectives related to the new ballpark.
* Support development of key newsletters, presentations, speeches, and materials for strategic external events, e.g., strategic plan, master plan, and community relations.

**Qualifications:**

The ideal candidate will have a deep appreciation for the mission and culture of the Oakland A’s, and the ability to effectively and eloquently articulate it.

* Minimum of 1 year completed in college
* Demonstrated experience in communications, marketing and/or journalism, through school projects, volunteerism, work or other examples
* Ability to work independently, collaboratively, or in a leadership role within multi-functional and diverse team
* Excellent interpersonal and communication skills; attention to detail and comfort working to a deadline.
* Great sense of humor and an easy going personality can make this internship very fun.