



INTERNSHIP POSTING

Position: [Ontario Hockey League](#) - League Operations Intern (Summer 2025)

Department(s): All

Duration: 4 months (May 2025 – August 2025), with opportunity for extension

Location: OHL League Office, 305 Milner Ave. – Suite 200, Scarborough, ON (hybrid)

Compensation: Bi-weekly salary, \$17.50/hour for 40 hours per week

Requirements: Domestic students enrolled in accredited university/college internship/co-op program

Application Deadline: December 31st, 2024

Application Procedure: Submit **resume** and **cover letter** to ohlinternships@chl.ca *citing the position title in the subject line.*

We thank all applicants for their interest; however, only those selected for an interview will be contacted.

About the Role

The Ontario Hockey League (OHL) is seeking motivated, enthusiastic students for our May-August 2025 Internship Program. This unique opportunity provides hands-on, meaningful experience for students interested in sports management, business operations, education, and related fields. The program is structured to foster professional growth and career preparation, equipping future industry leaders with essential skills and insights needed to excel in the sports industry.

Position Overview:

As an OHL Intern, you will support various departments within the OHL League Office, gaining exposure to multiple facets of league operations. This role allows students to explore and develop their interests within sports management and operations, providing a well-rounded experience and valuable industry connections. Interns will work closely with OHL staff, contributing to projects that are crucial to the success of our league and players.

Key Responsibilities:

- **Business Operations:** Assist with league partnerships, planning current and future season game-night operations, event planning, and sponsorship activation, including gathering Proof of Performance materials, compiling quality images, and developing presentation summaries for partners.
- **Education Services:** Support OHL Internship Program, OHL Academic and Scholarship Committee, academic sponsorships, academic tracking, data entry, and player development programming.
- **Player Recruitment and Alumni Engagement:** Contribute to data collection on where alumni live, work, and play post-draft, enhancing our understanding of career paths after OHL involvement. Aid in recruitment efforts by supporting player engagement initiatives and administrative tasks. Review player program completions and contribute to program development initiatives.
- **Communications and Marketing:** Assist with social media analytics, content planning, media monitoring, and contest tracking. Support video content production by retrieving footage, organizing archives, and creating new content from existing resources.
- **Cultural Diversity and Inclusion:** Support implementation of a league-wide inclusion audit by compiling data, drafting frameworks, and assisting in analyzing survey data to make actionable insights and improvements.
- **Partnership Development:** Participate in the creation of focus groups, gathering critical feedback to help inform and create positive changes in relevant departments.
- **Events:** Support the planning, review, and execution of key events such as the OHL Championship Series, OHL Awards Ceremony, OHL Advisor Meetings, OHL Summer Leadership Meetings, and Player Development Program (PDP).
- **Content Creation:** Create and curate engaging written and video content, including player profiles, historical features, interviews, and dynamic short-form social media videos, while providing live coverage during key events to enhance audience engagement and spotlight the OHL's players, teams, and history.
- **Officiating Support:** As needed.
- **General Staff Support:** Assist with covering summer holiday responsibilities to ensure smooth league operations during periods of reduced staff availability.

What We Offer:

- A structured, supportive environment designed to cultivate career skills and foster professional growth.
- Hands-on work that directly contributes to the success of OHL programs and initiatives.

- Exposure to a range of departments, offering insights into league operations and potential career paths in the sports industry.
- Mentorship and guidance from OHL staff, helping interns build valuable skills and connections.

Preferred Qualifications:

- Currently enrolled in a university or college program in sports management, business, education, communications, or a related field.
- Passion for sports.
- Basic proficiency in relevant software such as Microsoft Office, data analysis tools, or social media platforms.
- Strong communication skills, attention to detail, and the ability to manage multiple tasks.
- Self-motivated, willing to learn, and eager to contribute to team projects.
- Ability to work in the Scarborough office on Wednesdays. Willing to travel to events, as needed.