



VICTORIA ROYALS

VICTORIA ROYALS HOCKEY CLUB INTERNSHIP / VOLUNTEER PROGRAM

CORPORATE SPONSORSHIP INTERNSHIP / VOLUNTEER

Start Date: September 2, 2025

Duration: 3-6 Months

Reports to: Director of Sales & / Or Senior Manager, Operations and Development.

In Office Hours: Flexible Hybrid hours, 5-day work week + weekends for Home Games

Overview: The Victoria Royals are seeking a motivated and detail-oriented Corporate Sponsor Intern or Volunteer to join our Sponsorship and Corporate Partnerships team. This internship offers a unique opportunity to gain hands-on experience in the sports industry, working directly with the team to support corporate sponsorship activities. The ideal candidate will assist in the development and execution of sponsorship initiatives, helping to enhance relationships with corporate partners and contribute to the overall success of the organization.

Responsibilities Include:

- **Research and Analysis:** Conduct market research to identify potential corporate sponsors and industry trends. Analyze sponsorship proposals and assist in the preparation of reports and presentations.
- **Sponsorship Activation:** Assist in the planning and execution of sponsor activations, ensuring all contractual obligations are met. Coordinate logistics for sponsor events and game-day promotions.
- **Relationship Management:** Support the Corporate Sponsorship Manager in maintaining relationships with existing sponsors. Assist in the creation of communication materials and regular updates for sponsors.
- **Administrative Support:** Provide administrative support, including maintaining databases, organizing meetings, and preparing correspondence. Assist with the development of sponsorship contracts and agreements.
- **Creative Development:** Collaborate with the marketing and design teams to develop promotional materials and content for sponsor campaigns. Assist in the creation of social media content related to sponsorships as well as proof of performance for all clients.
- **Event Coordination:** Assist in the coordination and execution of special events, including sponsor receptions, VIP experiences, and community outreach programs. Ensure all events are aligned with sponsor objectives and brand guidelines.

Qualifications:

- Strong organizational skills and attention to detail.
- Excellent written and verbal communication skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Ability to work independently and as part of a team.





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- Passion for sports and a desire to pursue a career in sports marketing or corporate partnerships.
- Prior experience in marketing, event planning, or customer service is a plus.

Benefits:

- Gain hands-on experience in the sports industry.
- Develop skills in sponsorship activation, event planning, and relationship management.
- Networking opportunities with industry professionals.
- Possible academic credit, depending on the requirements of your educational institution.

Application Process:

- Submit your resume and a brief (150-word) statement explaining why you are the ideal candidate for this role to Brett.Vestby@victoriaroyals.com

