

**General Manager Assistant & MLB Scout Liaison (Combined Internship) - Wareham Gatemen Baseball
(Wareham, MA)**



The Wareham Gatemen Organization is seeking two highly motivated, energetic, and talented individuals to serve as General Manager Assistant and MLB Scout Liaison Interns for the summer of 2023. This is a combined position. The ideal candidate would have at least one year's experience working for a college baseball program as team manager. Position begins virtually on date of hire and runs through the end of the season, including playoffs (1st/2nd week of August). The Asst GM & MLB Scout Liaison serves as point person for MLB scouts and as the assistant to the General Manager.

Reports to: General Manager

Essential Duties and Responsibilities:

The **GM Assistant internship** is perfect for a Sports Management Major looking to gain real life experience in running a baseball organization. The position will work exclusively with the GM on all things related to the GM's responsibilities throughout the summer including MLB Scout Liaison duties. Areas include scheduling, roster management, equipment management, overseeing the field and facilities, communication with coaching staff, interns and players, communication with other organization members and departments, etc... This internship does involve some analytics and work with player development. This is mostly a team management position. The intern will be required to attend all Gatemen home games, away games and special events.

Scout Liaison Responsibilities and Requirements (Home Games Only): Create required roster sheets for every home game using league template and provide to scouts. Maintain contact with coaching staff for pertinent information. Update Gatemen scouting twitter account daily. Provide scouts with any information they ask for on game day. Maintain any charts required by coaching staff. **THIS IS NOT A SCOUTING POSITION.**

Qualifications:

- Prior experience working for college baseball program required.
- Must be proficient in Microsoft applications (Word, Excel, PowerPoint, Access).
- Ability to communicate efficiently with all aspects of the organization.
- Professional attitude and work ethic with strong interpersonal skills.
- Must be able to work in a fast-paced environment.
- Must be highly organized and detail oriented.
- The ideal candidate must be willing to work long hours, including days, nights, weekends and holidays.
- Must currently be enrolled at a college or university in either an undergraduate program.

Additional Information & Expectations:

- This is a stipend position. Stipend is paid at end of season.
- Opportunity to earn money by doing extra facilities/field work and team laundry (uniforms).
- Must provide own transportation to games
- Housing is not provided but the Gatemen can assist finding appropriate housing (approximate rental costs \$2,750/person for the entire summer) as well as assist finding part time employment
- Must adhere to the Wareham Gatemen organization policies and procedures as well as the Cape Cod Baseball League Code of Conduct

To apply: Please apply through the website and follow the instructions.