



## JOB POSTING

**Title:** Events & Game Presentation Associate  
**Department:** Events & Game Presentation  
**Reports To:** Director of Events & Game Presentation  
**How to Apply:** [www.chicagobears.com/jobs](http://www.chicagobears.com/jobs)

### **Overview**

The Associate Development Program is a paid 12-month full-time (temporary) experience designed for new or recent graduates who are looking to gain sports experience. The format allows for structured professional development and hands-on learning.

Based out of our Chicago office (123 N. Wacker Drive), the Events & Game Presentation Associate will support our day-to-day talent team operations and help to deliver first-class entertainment experience to Bears fans throughout the year. The ideal candidate has a passion for engaging with fans, is detail oriented, wants to help us improve our fan experiences, and resides locally.

Program Dates: Friday, June 2, 2023 – Friday, May 24, 2024

### **Who We Are**

As one of the founding franchises of the NFL, family is the core of who we are. We're different from other companies. Our people represent a vast array of cultural backgrounds, human experiences and perspectives and we believe they, collectively and as authentic individuals, are our greatest resource. Our working environment is one where your talent and contributions are valued by the organization and the community. We believe every person matters and we can collectively achieve success through integrity, respect, a team-first mentality, open communication, and trust.

### **Our Commitment to Diversity, Equity & Inclusion**

The Chicago Bears organization continues to deepen its commitment to establishing an inclusive, equitable work environment that reflects the diversity within our communities and fan base. We value, respect, and appreciate diversity at all levels, on and off the field, and are guided by a vision of success that includes integrating diversity, equity, and inclusion into our club's DNA and culture.

As such, we recognize the additional hurdles marginalized communities may face when applying for a job. Don't meet every requirement for the role but feel you have many of the skills needed? Please apply! Our culture is rooted in providing the resources needed for all staff to succeed, including job specific training. We want you to help us achieve our goals and to be part of one of the most storied franchises in all of sport.

### **Responsibilities**

- Organize event and gameday programming in coordination with Fan Event & Entertainment Coordinator
- Support talent\entertainment procurement for all Events and gameday
- Assist with the Chicago Bears Drumline, Street Team, and Mascot Program. This includes payroll tracking, inventory management, appearance schedules and logistics.
- Create social media strategies for talent teams with Mascot Coordinator and Manager of Talent and Game Presentation

*The Chicago Bears Football Club is an Equal Opportunity Employer.*



- Provide event planning and execution support for all Bears events, game days, and talent appearances as assigned
- Research and evolve ways to showcase talent and entertainment to provide improved event\game experiences
- Carry out special projects and administrative duties as assigned

### **Qualifications**

- Degree in Marketing, Communications, Sport Management or related field
- Previous experience in sports promotions, events, or marketing is preferred
- Able to work non-traditional hours, in non-traditional settings, including evenings, weekends, and holidays
- Ability to stand/walk for long periods of time in varying weather conditions, climb up/down bleacher stairs and lift heavy objects
- Must be able to effectively work in a fast-paced environment and demonstrate the ability to juggle multiple competing tasks while keep key constituents in the loop
- Must be organized, detail oriented and able to use good judgment
- Must be dependable, flexible and able to adapt to a variety of situations
- Strong computer skills including Windows based applications and Microsoft programs
- Standard knowledge of the use of various social media platforms is a plus

### **What We Offer**

We remain committed to upholding the standard of being a first-class organization and employer of choice. Our goal is to provide quality support and a diverse, equitable, and inclusive environment for our most important resource, our people.

### **BENEFITS & PERKS**

Our Associate Program offerings include but are not limited to:

- Paid Holidays
- Paid PTO (5 days) & Sick Time (2 days)
- Complimentary Bears gear kit
- Complimentary breakfast, lunch, snacks, and drinks
- Access to onsite gym facilities + Bears Fit
- Eligible for medical insurance
- Networking opportunities
- And more

### **CORE CURRICULUM**

- Quarterly programming & professional development
- Assignment of a “buddy” from another department
- Formal check-ins for Associates and managers through surveys and live conversations
- Two Associate dedicated social events
- Associate dedicated Microsoft Teams chat

*The specific statements shown in each section of this description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job. Chicago Bears Football Club, Inc. is an Equal Opportunity Employer.*

*The Chicago Bears Football Club is an Equal Opportunity Employer.*