

JOB TITLE: Facilities & Turf Management Intern

REPORTS TO: Executive Director

LOCATION: CAYSA Office (Manor, TX)

Position Overview:

Capitol Area Youth Soccer Association (CAYSA) is seeking a Facilities & Turf Management Intern to assist in daily operations of the facility and fields, as well as support preparation and execution of events such as Festivals and Tournaments. The Facilities & Turf Management Intern will report directly to the CAYSA Executive Director. Hours will be variable as the schedule changes depending on where we are in the seasonal year; it will involve primarily work during regular office hours 2-3 days each week with some evening and weekend work required for special meetings and events. While the hours will vary from 8-28 per week, this position may have a regular monthly stipend, which would be based upon an expectation of 18 hours each week. Hours can vary from semester to semester based on intern's school schedule. Intern's membership fees in the Sports Turf Managers Association will be covered by CAYSA during the internship.

Position Responsibilities:

- Preparation and maintenance of soccer fields, including measuring, marking, striping, mowing, aeration, fertilization, pest control, and placement and securing of goals and flags according to the prepared schedule and as needed.
- Tracking of conditions (soil, turf, weather) to collect data for possible adjustments to existing schedules & procedures.
- Regular maintenance of areas in and around office and equipment barn.
- Assist (and eventually lead) in preparation and execution of special events on site such as Academy Festivals and tournaments, including CAYSA Championships, as well as hosting District and State level tournaments.
- Work with the CAYSA Executive Director on special projects.
- Other tasks as assigned.

Requirements & Preferences:

- Completed or pursuing a college degree or equivalent experience. Majors in Sports Management, Turf Science, or other applicable studies are preferable.
- Work does involve physical labor and may require over-head reaching, bending, and occasional lifting and moving of over 50 lbs (goals, sandbags, waste containers).
- Must have the ability to organize and execute multiple projects, tasks, and responsibilities simultaneously.
- Prior work experience in facility or field maintenance is preferred, but not required.
- Prior experience with commercial mowing and agricultural equipment is preferred, but not required.
- Applicants must be able to work flexible hours including weekend events and be willing to travel as needed or directed by the CAYSA Executive Director.
- Prior professional work experience in customer/member service in a small office environment is preferred.

Applicants must be willing to work at the CAYSA facility in Manor, TX.

Interested applicants should email a resume to execdir@caysa.org.