Athletic Communications Graduate Internship

The Hockey East Association is seeking qualified candidates for a graduate internship position that would assist with digital and creative media, athletic communications, and business operations for the men's and women's leagues.

Essential Skills and Qualifications:

- Recent college graduate who is pursuing a career in athletic communications or digital/creative media.
- Experience working in a college athletics department, with preference for candidates who have worked with college hockey.
- Proficient with Adobe Creative Suite (specifically Photoshop, InDesign, and Premiere Pro), Microsoft Office Suite, and Mac operating systems.
- Excellent verbal, written, and interpersonal communications skills and experience with AP Style.
- Organized, independent time manager with the ability to manage multiple deadline-driven projects at the same time.
- Interest and experience in communications, graphic design, marketing, and media management.
- Able to work extended and varied hours, including evenings and weekends throughout the college hockey season.
- Able to travel to games weekly and tournaments as scheduled.

Preferred Qualifications:

- ☐ Bachelor's degree, with preference given to candidates from league schools as well as those with an applicable major.
- ☐ Demonstrated ability to produce consistent, branded content.
- ☐ Portfolio of work on social media platforms such as Instagram and YouTube.
- ☐ Experience working at athletic events.

Responsibilities:

- Execute and publish branded and sponsored content across Hockey East's digital platforms daily.
- Coordinate travel, record keeping, and wage processing for officiating staff weekly.
- Assist with press releases, promotional materials, and record-keeping weekly.
- Manage content libraries.
- Assist with marketing and promotional efforts for the league, including developing and implementing new initiatives.
- Assist with planning and preparation for the Hockey East regular season and league tournaments.
- Other duties as assigned.

Term:

- Eight-month appointment commencing in mid-August and concluding in mid-April.
- Hybrid role requiring travel to the league office in Amesbury, MA, on Mondays and Thursdays throughout the season.
- $2,000 per month stipend.

Contact Information:

Interested applicants should submit a cover letter, resume, and creative portfolio to Associate Commissioner Kate McAfee at kmcafee@hockeyeastonline.com. Applicants will begin to be contacted late May, 2026.