

FC Tulsa Work Experience Program

Job Title: Academy Intern

Semester or Year-Long

Location: On-Site

Overview of FC Tulsa (FCT)

FC Tulsa is a professional soccer club competing in the USL Championship. We are driven by a culture of high performance, player development, and innovation both on and off the field. Our Academy department is at the core of training and supporting the next generation of soccer players with high level training and sports performance, bridging the gap between our professional team and community.

Position Purpose

Under the direction of the Academy Director, the Academy Intern supports the Technical Operations department by assisting with the promotion and organization of the FC Tulsa Training Academy.

Duties & Responsibilities

- Help create and design collateral to promote training academy camps and clinics
- Work alongside Academy Director in the management of internal inventory tracking
- Assist in planning, preparation, and execution of academy camps
- Support match day academy duties included pre-match mini camps and academy promotion
- Other duties as assigned

Qualifications

- Excellent organizational skills and attention to detail with a focus on quality and consistency.
- Proficiency in Microsoft Office and Google Workspace (Sheets, Docs, Slides).
- Strong communication and interpersonal skills. Must have a “team-first” mentality with an eagerness to learn.
- Ability to multi-task and adapt in a fast-paced, team-oriented environment.
- Availability to work flexible hours, including some evenings, weekends, home matchdays, and Academy events
- Ability to work under deadlines and complete tasks in a timely and efficient manner.

- Knowledge of sports/soccer is preferred, but not required.

We are an equal opportunity employer and all qualified applicants will receive consideration for the internship without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic prohibited by law.