



2027 Courts Operations Internship

Description: The Courts Operations intern will gain hands-on experience supporting one of the most prestigious professional tennis tournaments in the world. You will work closely with the Cincinnati Open Operations team, acting as the on-court liaison between Chair Umpires/Players/Tour Staff and the Facilities Office. Responsible for handling all on court issues and ensuring that each individual court is stocked and prepared in accordance with tournament guidelines.

Location: Lindner Family Tennis Center
6100 Legacy Park Way #100, Mason, OH 45040

Dates: June 2, 2027 – August 22, 2027
End date can be extended depending on intern availability.

Qualifications

- Strong organizational and time management skills
- Strong oral and written communication skills
- Strong attention to detail and ability to multi-task in a fast-paced environment
- Lift a minimum of 50 lbs.
- Possess a valid and legal driver's license
- Operate motor vehicles (training provided).
- Spend long periods of time on your feet
- Attend OSHA training provided by the Cincinnati Open.
- Interest in sports and live events industry
- Willingness to do whatever it takes to run the absolute best tournament possible

Responsibilities

Pre-Tournament

- Assist in preparing the facility through various projects
- Learn procedures and protocols in the following areas:
 - Net assembly
 - ATP/WTB guidelines
 - Microphone operation
 - Recognition of specific players
 - Court layouts
 - Sponsor requirements
 - Court washing and drying
 - Anticipating player needs
 - Inventory management
 - Participate in group projects as directed by Management.
 - Assist volunteers in preparing their areas for the tournaments
 - Other duties as assigned

Tournament Duties:

- Knowledgably work as part of the following teams
 - Court runner
 - Net change team
 - Court monitor
 - Practice Court Attendant
 - Prepare courts for matches each day.
- Stock courts with supplies for players, umpires, camera crews and other personnel
- Quickly solve any on-court problems at the discretion of the chair umpire.
- Communicate with Court Operations Team to update scores, request product needs, and provide general match progression
- Act as first responder to any issues that may arise on court
- Ensure that all on court sponsor material is appropriately placed
- Monitor on court security and notify marshals of any potential threats
- Communicate and work with chair umpire on each court
- Contribute to the changing of nets and on-court signage procedures
- Lead court drying procedure in the event of rain
- Support coworkers in the cleaning of match courts each night.
- Photograph assigned areas for documentation purposes
- Other duties as assigned.

General Hours

Prior to July 31: Hours are generally 8am – 4pm, Monday – Friday, with occasional nights and weekends depending on special events or projects.

July 31 - August 22: Hours will vary depending upon the day and responsibilities of the position. Overtime hours should be expected the weeks prior to and are required during the Cincinnati Open (August 10-22, 2027). Overtime hours will be determined by your supervisor.

Compensation: Hourly plus OT

2027 Facilities Operations Internship



Description: The Facilities Operations intern will gain hands-on experience supporting one of the most prestigious professional tennis tournaments in the world. As an Operations Intern, you will work closely with experienced professionals, help facilitate critical tournament operations before and throughout the event while gaining invaluable skills in the sports and event management industry.

Location: Lindner Family Tennis Center
6100 Legacy Park Way #100, Mason, OH 45040

Dates: June 2, 2027 – August 22, 2027
End date can be extended depending on intern availability.

Qualifications

- Strong organizational and time management skills
- Strong oral and written communication skills
- Strong attention to detail and ability to multi-task in a fast-paced environment
- Lift a minimum of 50 lbs.
- Operate motor vehicles (training provided).
- Spend long periods of time on your feet
- Attend OSHA training provided by the Cincinnati Open.
- Interest in sports and live events industry
- Willingness to do whatever it takes to run the absolute best tournament possible

Responsibilities

- Assist in preparing the facility through various projects.
- Assist in shipping and receiving process.
- Assist In the controlling of all rental equipment.
- Interact with the Partnership/Sponsorship team to prepare for activations.
- Implement above plans using time management skills and maximizing resources.
- Assist other Facility Operations interns in preparing their areas.
- Participate in group projects as directed by Management.
- Support assigned contractors in completion of their tournament preparations.
- Assist volunteers and chairpersons in preparing their areas for the tournaments.
- Attend all rental equipment operation workshops and training.
- Establish open lines of communications with committees and vendors for simple streamlined flow of information.
- Assist in developing and executing a plan for ecology operations and waste management disposal.
- Assist in the setup of radio communications for staff and other parties.

Tournament Duties:

- Implement plan to control received items
- Interact with tournament administrative staff to ensure that vendor needs are met.
- Document all storage areas.
- Support musicians and entertainers as they enter, set up, teardown, and depart.
- Photograph assigned areas for documentation purposes.
- Support assigned volunteer committees and vendors
- Plan and implement the return of rental equipment
- Provide shipping information for vendors to ship their own packages.
- Assist vendors in moving equipment back to their vehicles on Finals Sunday.
- Gather surplus items from Title Sponsor's Tent / Suite and put in their storage space for later shipment.
- Gather surplus items from all other Tents / Suites, create inventory listing, and put them in secure location.
- Prepare outbound shipment for title sponsors, ATP, WTA, and major sponsors.
- Complete assigned post-tournament projects, (storerooms, equipment winterization, etc.).
- Set up and test all AV equipment as needed for hospitality and special events.
- Management and upkeep of all site furniture
- Walk all public areas daily to ensure proper presentation
- Identify areas of high risk and mitigate exposure
- Other duties as assigned.

General Hours **Prior to July 31:** Hours are generally 8am – 4pm, Monday – Friday, with occasional nights and weekends depending on special events or projects.
July 31 - August 22: Hours will vary depending upon the day and responsibilities of the position. Overtime hours should be expected the weeks prior to and are required during the Cincinnati Open (August 10-22, 2027). Overtime hours will be determined by your supervisor.

Compensation: Hourly plus OT