

# Director of Game Day Operations

**Organization:** San Luis Blues/SLO Baseball Alliance, LLC

**Direct Supervisor:** Assistant General Manager & General Manager

**Term of Employment Agreement:** April 1, 2024-August 15, 2024

**Phase I Summary** – *Assist in creation, execution and analysis of the Blues comprehensive marketing plan; emphasizing the impact of community awareness and attendance levels. Work in the office 2-3 days/week (approx.. 10 hours) to fulfill assigned responsibilities as outlined below.*

## **Responsibilities: Phase I**

- ❖ Assist in the creation of strategic marketing goals for the season
- ❖ Design and implement elements of a comprehensive plan to increase community awareness and attendance levels
- ❖ Assist with development and finalization of script, prize sheet, and cheat sheet
- ❖ Coordinate collection of all 2024 game day prizes
- ❖ Marketing aspects for which this position is responsible include, but are not limited to poster and schedule card distributions, Sponsor Pack deliveries, Farmers Market Tabling.
- ❖ Any other duties as assigned by the Blues Management

**Phase II Summary-** *To execute game day operations in accordance with established marketing plan for the 2024 San Luis Blues baseball season. This individual is responsible for the running of all aspects of a Blues game day event. Game days and supervision of all game day staff are absolutely crucial to the continued development of a positive image within the San Luis Obispo Community.*

## **Responsibilities: Phase II**

- ❖ Prepare all game day scripts (write, proof, print, and distribute daily)
- ❖ Prepare cheat sheet and prize sheet
- ❖ Assist in organizing and execution of stadium opening, set-up, break-down and clean-up of Blues facility after all home events
- ❖ Execute all pre-game ceremonies including but not limited to, National Anthem, First Pitch, and Host Family Ceremony.
- ❖ Execute all on-field and in-game promotions, assist with any game day operational area in need, and act as an organizational representative to the public.
- ❖ Provide financial support in all game day areas by providing monetary change as needed
- ❖ Close stadium, including: coordination of stadium cleaning, locking of all appropriate areas, take down flag, game ending summary speech, etc.
- ❖ Assist with coordination of stadium move-out



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- ❖ Assist with delivery of all sponsor packets after conclusion of season
- ❖ Any other duties as assigned by Blues management
- ❖ Perform brief season-end analysis of 2024 operational plan (Success, failures, suggestions)

*To apply, please fill out this form:*

<https://forms.gle/DaLSNzi7sLFYJkEp8>

*For more information please contact:*

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