

ITF ROLE OVERVIEW

JOB TITLE:	Partnerships Intern (6 – 12 months internship)
DEPARTMENT:	Commercial
REPORTING TO:	Partnerships Manager
LOCATION:	Roehampton, Southwest London

We are working to a hybrid model requiring a mandatory minimum of 3 days working in our office currently based in Roehampton, London and as part of this, Mondays and Tuesdays are ‘anchor days’ where all staff are obliged to work from the office.

International Tennis Federation (ITF) is the world governing body of tennis. Founded in 1913, its purpose is to ensure the long-term growth and sustainability of the sport, delivering tennis for future generations in association with its 214 member nations. The ITF oversees the rules and regulations that govern international and national competition.

The ITF is responsible for the worldwide development of tennis through its highly regarded Development Programme, its Science and Technical department which monitors equipment and technology, and its Officiating department which oversees the education and advancement of officials. The ITF is the owner and co-owner of the two largest annual international team competitions in tennis, The Davis Cup and Billie Jean King Cup (BJKC) by Gainbridge and manages the Olympic and Paralympic Tennis Events on behalf of the IOC and IPC. The ITF organises over 1,500 weeks of men’s, women’s and junior tournaments on the ITF World Tennis Tour, ITF Beach Tennis Tour, UNIQLO Wheelchair Tennis Tour and the ITF Masters Circuit. The ITF upholds the highest standards of integrity and is a partner in the International Tennis Integrity Agency.

Overview of Department:

With high-profile partners such as Rolex, MG, VISA, FAGE, Corpay, NEC, and UNIQLO, the ITF offers exposure to major global brands and some of the largest investors in sports. The Partnerships Team ensures the continued success and quality of these valuable relationships.

The Role:

We are offering a standout opportunity for a graduate student to gain hands-on experience, grow professionally within the commercial sports industry and play a meaningful role in delivering impactful projects. You will deliver a best-in-class experience for the Davis Cup, Wheelchair Tennis and Digital Partners, ensuring they are supported through seamless operations, gifting, hosting and high-quality, creative social and marketing asset delivery around the events.

Responsibilities:

- Deliver smooth and efficient operations relating to partner ticket management
- Support the planning, coordination, and delivery of partner social and digital assets, including contributing to ideation of creative and effective social content, aligned with contracted rights
- Work alongside the Partnership team to manage direct and partner agencies, acting as an internal liaison across relevant ITF departments
- Enhance the consistency and quality of partner-facing materials and communications
- Manage and maintain internal rights delivery WIP documents
- Contribute to post-event reporting and insights for future partner engagement

- With the Partnership team, meet, host and entertain the partners, building relationships and fostering long term commitments

As the needs of the business can evolve rapidly this role may change slightly, therefore this document should be viewed as guidelines which are subject to change.

You will have...

- A degree in a relevant subject or be due to complete one by July 2026
- Excellent communication and interpersonal skills
- Ability to build strong relationships with partners and stakeholders
- Strong attention to detail and accuracy
- Excellent organisational skills
- Good understanding of digital marketing and social media platforms
- Proficient in Microsoft Office including Excel and PowerPoint
- Knowledge of design tools is desirable
- Strong work ethic and willingness to learn and grow professionally
- Interest in and awareness of Commercial activities across sports

What we offer....

- Paid internship
- 20 days' holiday (pro rata) per annum plus bank holidays
- Company-paid Health Cash Plan
- Wellbeing allowance
- Free lunch when working in the office (up to £9 per day)
- 8% Employer pension contribution to a workplace pension plan, Life Assurance
- Complimentary healthy snacks and fresh fruit when working in the office
- Free parking on site
- 35 hour working week, Monday to Friday. Flexible start and finish times (core hours: 10:00 – 16:00)

Application Process

Please send a covering letter and CV to internships@itftennis.com stating Internship/Partnership in the subject line and clearly indicate in your email whether you require sponsorship or a work permit to work in the UK, either now or in the future.

The ITF processes your applicant data in accordance with our Privacy Notice – Recruitment, which can be found on [our website](#).

The successful candidate may be subject to an enhanced DBS or equivalent level Overseas Criminal Records Check.

Equality, diversity & inclusion (EDI) is a fundamental priority for the ITF. Our philosophy focusses on embedding inclusive behaviours and processes across every element of our business practice