



**NFL PLAYERS**  
ASSOCIATION

# NFLPA Fellowship Job Description

## Organization & Experience Overview

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The National Football League Players Association is the union for professional football players in the National Football League. Established in 1956, the NFLPA:

- **Represents all players in matters concerning wages, hours, and working conditions and protects their rights as professional football players**
- **Assures that the terms of the Collective Bargaining Agreement are met**
- **Negotiates and monitors benefits**
- **Provides numerous member services, programs, activities, etc.**
- **Assists charitable and community organizations**
- **Enhances and defends the image of players and their profession on and off the field**

NFLPA Fellows will gain invaluable professional experience, equipping them for future career opportunities. This includes a comprehensive understanding of the NFLPA's operations, which benefit not only active, transitioning, and former players but also a wide array of business partners and service providers. Fellows are expected to contribute their insights and ideas to the planning and execution of our initiatives, events, resources, and the organization. While Fellows will primarily work with the Player Affairs team, they will also have the opportunity to collaborate with NFL Players Inc. and other departments within the organization, including Communications, Former Player Services, Legal, Salary Cap & Agent Administration, Benefits, and more.

## Fellowship Description

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Over the term of the Fellowship, participants can expect to gain relevant professional experience by working to:

### ***Player Development (CBA) -60%***

- Providing world-class service, support, and guidance to players while ensuring maximum union solidarity.
  - o Cultivating relationships and earning trust to ensure player solidarity.
- Actively engaging with players throughout their NFL lifecycle and beyond with a keen focus on communicating important information that affects their player experience.
  - o Sharing information with players in a manner that inspires confidence and credibility.
- Connecting players from assigned teams to CBA benefits, legal rights, and the NFLPA's current and future programs, services, and resources.
- Collaborating with internal staff and external stakeholders to enhance the player experience throughout their NFL lifecycle and beyond, including sharing new initiatives and opportunities with players as appropriate.
  - o Meet with NFLPA staff and key external stakeholders to understand their roles/purpose, brainstorm ideas to improve resources and processes, and identify areas for personal and professional development, etc.
- Cultivating and maintaining trusted relationships with key stakeholders across the NFL, including Ownership, General Managers, Head Coaches, Player Engagement Directors, and Trainers.
- Maintaining trusted relationships with former players in conjunction with the Former Players Department, Professional Athletes Foundation, and The Trust, powered by the NFLPA.

### ***Programs Resources x Players Inc. – 30%***

- Evaluate all current and prospective resource offerings (programs, benefits (internal and external), etc.) to future, current, and former players to identify potential gaps of service and areas for improvement
  - o Conduct research and present ideas to fill potential gaps in service and areas of improvement related to current resource offerings
- Support the Player Affairs team to execute programs such as the NFLPA Externship, #AthleteAnd Workshop, AthLife Services, and other initiatives. Tasks include player outreach, follow-up, feedback provision, and logistical management as needed.
- Collaborate with NFLPA staff on diverse initiatives targeting active, prospective, and former players. This may entail involvement in events like team meetings, East-West Shrine Bowl, Senior Bowl, NFL Combine, Annual Board of Player Reps Meeting, Debut, Rookie Premiere, and additional engagements.
  - o Attend various local and non-local event sessions and staff meetings with the potential to address staff, external stakeholders, current/prospective players, etc. on a related topic and/or your own experiences



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- Complete various tasks as assigned by your supervisor(s) and mentor(s) in addition to short-term, department-specific projects throughout the experience as assigned by your primary department point(s) of contact

### Capstone Project – 10%

- Create and deliver a Capstone project. Example areas of focus include:
  - o **Players' Rights & Leadership** | Offer your ideas on how to effectively educate the entire player membership on the resulting changes and benefits from the new CBA
  - o **Player Development** | Create a new resource or propose a revision to one already available for future, active, or former players including how the resource would be funded, developed, rolled out, and utilized.
  - o **Business Opportunities** | Develop and present your ideas to NFL Players Inc. on new ways for players to collectively generate revenue

*\*Fellows will also have the option to identify their own Capstone project area if it meets the criteria for relevance to both the work of the NFLPA and their own professional goals.*

## Core Competencies

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**Player-Centric Approach:** *Intentionally analyzes and continually builds understanding of all players' needs, wants, and desires.*

- **Relationship Building:** Establishes rapport and fosters connections with players and stakeholders, demonstrating strong interpersonal skills.
  - o **Interpersonal Skills:** Shows self-awareness, recognizing emotions and responding appropriately.
  - o **Communication:** Expresses thoughts clearly, purposefully, and authentically, ensuring productive interactions.
  - o **Influencing:** Demonstrates a leadership presence among internal and external stakeholders.
- **Earning Trust:** Builds player trust and earns respect (for the Union) through honesty, integrity, and authenticity, fostering accountability and a solutions-oriented mindset.
  - o **Accountability:** Takes ownership of outcomes, accepting responsibility without blame.
  - o **Solutions-Oriented:** Simplifies complex issues through critical thinking, incorporating diverse perspectives to identify optimal solutions.
  - o **Adaptability:** Embraces change proactively, remaining agile to advance the union's interests in a dynamic industry.
- **Cultivating the Player Experience:** Enhances player engagement, connection, and support across the player lifecycle.
  - o **Innovation:** Integrates external analysis and trends to innovate beyond traditional models, seeking new approaches.
  - o **Collaboration:** Works collaboratively within the Player Affairs Department and across the NFLPA to ensure the holistic success of players both on and off the field.
  - o **Digitally Savvy:** Adopts and champions new technologies relevant to player engagement and support.

## Key Outcomes

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- **Program and Service Delivery:** Develops an expanded awareness of program and service delivery processes, from initial brainstorming and research to strategic planning, execution, review, and implementation feedback.
- **Organizational Structure and Development:** Enhances understanding of organizational dynamics, including professionalism, workflow management, workplace culture, and collaboration practices.
- **Technological Proficiency:** Increases proficiency in utilizing Microsoft Outlook, Office Suite, and other relevant software tools to support organizational operations effectively.
- **Effective Communication:** Improves written and verbal communication skills, including office communication etiquette and professional networking capabilities.
- **Project Management:** Completes smaller projects and presents an end-of-fellowship Capstone Presentation, demonstrating improved research, public speaking, and time management abilities.



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## Desired Skills/Qualifications

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- Demonstrates a strong belief in the Union's power to effect meaningful change.
- Highly motivated self-starter with exceptional organizational skills and the ability to work both independently and collaboratively within a team setting.
- Exhibits strong interpersonal skills to connect effectively with diverse NFL stakeholders (e.g., players, coaches, GMs).
- Possesses superior customer service abilities, emphasizing solutions orientation and critical thinking to address key player issues with expediency, accuracy, and care.
- Exceptional verbal and written communication skills, with an emphasis on active listening to understand rather than simply respond.
- Willingness to adopt innovative ideas and technologies to address key challenges; proficiency in Microsoft Office 365.
- Creative, strategic, and analytical thinker with a keen attention to detail.
- Demonstrates a vested interest in players' rights, benefits, and programs.

## Logistics

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**Term** | Twelve (12) months beginning September 2024 to August 2025

**Location** | This position is remote. However, Fellow(s) will be expected to attend certain scheduled events and in-person staff meetings. The selected candidate will be responsible for traveling up to 30%. Travel accommodations in these instances will be covered by the NFLPA. The NFLPA office is located in Washington, D.C.

**Payment** | The NFLPA will be offering a \$4,000 per month stipend to compensate Fellows for their work. This stipend is subject to federal, social security, and state income tax withholdings.

**Work Schedule** | The position will require a commitment of a maximum of 30 hours per week. A tentative work schedule will be set for 9 AM – 4 PM, Monday – Friday.

**Transportation/Accommodations** | Fellow(s) are not required to relocate to Washington, D.C. for this position. As such, fellow(s) will be responsible for their own transportation and lodging expenses if interested in relocating to the Washington D.C. Metro Area. In this instance, Fellows are expected to obtain their own housing in the Washington D.C. Metro Area and transportation to and from work each day. However, a metro card with a monthly commuting stipend OR parking pass on-site will be provided.

**Application & Selection Process** | A formal application and interview process will be conducted. Candidates will be required to apply with a resume and cover letter (link below).

**Post-Fellowship Expectations** | Securing employment with the NFLPA upon Fellowship completion is not assured. Fellows are encouraged to apply for open positions, although employment is not guaranteed.

**Reporting Structure** | This NFLPA Fellowship role reports to the Director of Player Programs and Engagement.

## Eligibility Requirements

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**Contract Status** | Must be inactive (not currently under contract) and within 3 years from last season.

**NFL Experience** | Must have gained at least 2 credited OR practice squad seasons.

**Background Check** | All selected applicants must complete a background check to be considered for the Fellowship.

Apply now at [thetrustfellowship.com](https://thetrustfellowship.com)