



Recreation Internship

Title: Recreation Internship

Position Description: The City of Gunnison Parks and Recreation Department is seeking a student intern to help coordinate summer recreation programs and coaches/instructors, manage indoor and outdoor facilities and staff, work with department staff to track revenue and expense budgets, plan and organize summer events, enrich department marketing and develop/refine policies within the department. Interns will work with the Recreation Coordinator & Recreation Supervisor for the duration of the internship.

Commitment Requirement: Internship can begin anytime 5/15-7/5 and continue until credit hour commitment has been met. Internship start date will be determined by Parks & Recreation staff in coordination with the intern.

Schedule Requirement: Intern will work a variety of days and times depending on events, programs and staffing. Intern will work 15-20 hours per week.

Credit Hour Requirement: Internships will be considered as laboratory courses, so the expectation is that the intern will spend 1,800 minutes (30 hours) working with the department for each credit earned.

Compensation: \$13.34 per hour with a \$.53 bonus per hour worked at the successful completion of internship. Bonus is given at the end of the internship at the discretion of the supervisors.

Academic Requirement: Students will have the standing of Junior or Senior with a minimum grade point average of 2.000. Appropriate fields of study are: Recreation and/or Business preferred (others may be considered on a case-by-case basis). Internships can be tailored to meet the needs of the intern.

Physical Requirement: It will be necessary to perform physical activities requiring continual walking, standing, and swimming as well as physical recreational activities such as running, jumping, climbing stairs, crawling, bending, and reaching. Ability to lift items up to 50 pounds on a frequent basis. The work environment is changing and will range from indoor venues to outdoor venues in any weather condition.

Technical Skills: Organizational and planning skills, good written and oral communications skills and demonstrated computer literacy required. Possession of First Aid and CPR certifications and a valid driver's license are required. Must be punctual and easy to contact by telephone.

Application Requirements: Submit a Cover Letter, Résumé, and City of Gunnison application (attached to this description). Application materials should be submitted to:

Ginny Baylor
City of Gunnison Recreation Coordinator
200 E. Spencer – Gunnison Recreation Center
Gunnison, Colorado
970.641.8434
gbaylor@gunnisonco.gov

A full background check will be completed and must be passed before Internship can begin

Application Deadline: Applications will be accepted until position is filled. Students will be required to meet WCU internship requirements prior to submitting application to the City.