

WAUKEGAN PARK DISTRICT

Recreation Internship Opportunity

\$150/week Plus Housing

14-16 weeks

Description:

The Waukegan Park District is looking for a summer intern that is a college student or recent graduate who is looking for an opportunity to pursue a career in recreation or related field. The primary focus of the internship will be assisting the Recreation Supervisor with a variety of adult, family and youth programs with a focus on nature education at the Children's Garden and Belvidere Recreation Center non-athletic programs and facility operations. Other duties may include but are not limited to driving adult trips, office work, creating promotion, making phone calls, developing evaluations and helping with special events. Housing is provided for the entire time of the internship. Candidates should be prepared to work Monday through Friday, along with varying evenings and weekends. This is a great way to learn the responsibilities of a recreation supervisor. Applicants are encouraged to apply early.

Qualifications:

Candidate will currently be attending college or a recent graduate with a major in recreation, outdoor recreation, education or a related field. Desired qualities and skills that we will be looking for in an intern include: Some experience related to nature education and demonstrate enthusiasm for position. Candidate must be responsible and motivated. Have a positive attitude; be open-minded, and willing to learn. The candidate should have the ability to manage time effectively and have strong interpersonal and communication skills. Candidate should possess the ability to handle multiple tasks simultaneously. In addition, the candidate must have a valid driver's license and have transportation to work. The duration of internship is 14-16 weeks, depending on university requirements. The Waukegan Park District will be willing to accommodate your school's requirements for an internship if applicable. Candidate should be prepared to work with children and adults.

Contact: Send a letter of interest and resume to:
Jennifer Dumas, Recreation Supervisor, Family and Adult Programs and Services
Waukegan Park District
2000 Belvidere St.
Waukegan, IL 60085
Phone - (847) 360-4710
Fax - (847) 662-6621
Email jdumas@waukeganparks.org

Closing Date: May 1, 2012 or until filled

- Flexible start date due to universities having different schedules.
- Please specify when you can start and need to be finished with your internship.
- In order to secure intern housing a security deposit and signed housing agreement must be received. Housing is available on a first come first served basis.

Waukegan Park District Mission Statement and Information

- The Waukegan Park District is committed to providing parks, facilities and leisure opportunities to our culturally diverse population through the resources of community involvement, dedicated staff and sound management.
- The Waukegan Park District consists of 46 parks, two pools, two recreation centers, Cultural Arts Department, Historical Society, Parks Department, 2 golf courses and 2 clubhouses. Chicago is located 32 miles south of Waukegan and Lake Michigan is less than a mile from intern housing.

