

City of Oxford, NC

Parks & Recreation Internship Summary

Background: Internships/Summer jobs are a requirement for students attending most colleges offering Recreation, Leisure Studies, and Sports Management degrees. It is an educational opportunity for the student to experience field work in a variety of aspects of the career. For the hosting agency, it is a way to get qualified staff able to work full-time hours at a fraction of the cost and also create a pool from which future vacancies can be filled.

Students:

- Students must be a sophomore, junior, senior or graduate student studying in a field that is directly related to the work of the department.
- Students must have a minimum of 50 hours previous experience in recreation.
- They must be participating in a school-monitored internship study program.
- They must be available for a full ten-weeks during the session (spring, summer or fall)
- They must provide their own transportation and have a valid driver's license.
- They must have any required certifications (First Aid, CPR, AED, Lifeguarding, WSI, etc.) prior to their first day.
- All candidates will go through a background and drug testing process prior to the internship agreement being signed.

Assignments:

- Students may be assigned to work with summer camp programs, ball tournaments, fitness programming, youth or adult athletics, cultural arts programming, outdoor recreation areas, aquatics, special events, or any other necessary assignments during the internship.
- Students will be directly supervised by the department's staff during the work day; however, the department director will be their reporting supervisor and oversee the internship program.
- Students will also be required to complete a project during the session which will benefit the department and be completed during the students' non-working hours. At the end of the session the student will present the project to the staff and management.

Compensation:

- A stipend of \$100 per week (before taxes) is paid bi-weekly to students working a full schedule of 36-40 hours/week.
- The City of Oxford does offer complimentary dormitory style housing arrangements for interns who are from out of the area with a signed agreement.

Number of Interns: Summer (5) Spring and Fall (2)

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