

POSITION DESCRIPTION
IOWA STATE EXTENSION
SUMMER RECREATION INTERN

COMMUNITY EDUCATION

ATTN: Joe Kucera

930 E 5th St

STORM LAKE, IA 50588

jkucera@slcsd.org

Storm Lake Community Education has an opening for a **Summer Recreation Intern**, an energetic, conscientious, and detail-oriented individual who enjoys making a difference in the Storm Lake community and being part of a team.

TERMS OF EMPLOYMENT:

Background Check: A background check will be conducted on the final candidate.

Eligibility: Be a currently enrolled, undergraduate student who will be returning to college as a full-time (12 credit hours) sophomore, junior or senior in the fall of 2020.. Submit written enrollment verification from their college or university confirming the student's enrollment status to Campus Compact. Applicant must have a valid driver's license.

Work Schedule & Conditions: This is a full time (35 hours per week) position. This position is not eligible for sick, vacation, and holiday leave during employment. Must be available during the hours of 8:30am-4:30pm Monday's and Thursday's; 8:30am-2:30pm; 5:00pm-8:00pm Tuesday's and Wednesday's and 9:30 am- 3:30 pm Friday's in the months of June and July 2020.

Benefits: SALARY. The individual shall receive a \$3,000 salary distributed bi-weekly in equal amounts for the duration of employment. PROFESSIONAL DEVELOPMENT. Campus Compact and Iowa State Extension will provide an in-person orientation and three professional development opportunities to the employee.

Evaluation: The employee will receive an evaluation of their performance at the end of their employment from their direct supervisor. The evaluation also includes a self-evaluation and program evaluation

RESPONSIBILITIES:

Purpose: Coordinate daily recreation, physical fitness and wellbeing activities for The Bridge of Storm Lake's Summer Lunch and Learning Loss Prevention Program; assist with the coordination of Run For Our Future fundraiser for summer program, coordinate other recreational activities during summer afternoon or evening community outreach programs, assist Storm Lake Community Ed and Iowa Extension with summer rec program needs.

Duties:

- Plan recreational activities 90 minutes twice a week for The Bridge Summer Program.
- Lead The Bridge Summer Team in carrying out planned activities with the youth.

- Organize a schedule at least one week ahead on location and supplies needed for each session and communicate with supervisor and The Bridge Summer Coordinator.
- Bring needed equipment, supplies etc. to location and set up ahead of time and provide proper return of equipment and supplies after session.
- Communicate any day to day changes in schedule with summer staff, partners, drivers and parents.
- Ensure proper safety of all equipment and proper use instructions to summer team and participating youth.
- Assist with other afternoon and evening activities as time allows.
- Assist The Bridge of Storm Lake Staff with the coordination of Run For Our Future, sanctioned run in Storm Lake the end of June.
- Work with Storm Lake Community Education and Iowa State Extension's summer rec staff on programs and activities.

Community Impact: Connect with over 200 new youth from immigrant or refugee families in Storm Lake helping them better understand what programs The Bridge of Storm Lake has to offer. These families will be able to register youth via signup forms and offered transportation to and from The Bridge of Storm Lake's summer programs. The community will be positively impacted through this position by offering positive, educational activities for youth to be involved in during the summer months while parents are still busy and working.

QUALIFICATIONS:

Individual must be organized, able to lead others, be willing to also serve under others on a team, outgoing, knowledgeable in child development and planning appropriate activities for a varied age group,

LEARNING OBJECTIVES:

Career Development: This individual will gain experience in working knowledge of a nonprofit, leading a team, volunteer coordination, and community relations.

Skill Development: Individual will develop skills including community development, organization, management, maintenance, and volunteer coordinating.

Personal Growth and Development: They will grow in compassion for people of other cultures, economic classes, and young people that may suffer from adverse childhood experiences. They will develop understanding of healthy community partnerships and building resiliency among young people.