



Are you a college student seeking opportunities to gain practical experience and connect you with a team of working professionals? The City of Lenexa Parks and Recreation department has two paid internships available for the summer of 2020. The paid internship program will be offered from May through August and the starting salary is \$8.00 per hour. Students should be available to work 40 hours per week, Monday – Friday, from 8 am – 5pm with flexibility to work occasional evenings, weekends, and special events.

During the summer of 2017, the City of Lenexa opened the Lenexa Rec Center a 100,000 square foot facility. It includes a fun-filled indoor pool, a jogging/walking track, innovative fitness equipment and classes, childcare, party rooms and more. The intern will have an opportunity to gain an understanding of this facility and operation.

Position Summary

Under the direction of the Recreation Supervisor, the Parks and Recreation Intern is responsible for helping in developing, implementing and facilitating parks and recreation programs and events. The Parks and Recreation Intern will work on a special project that they will be able to show their ability to initiate, create and manage a project. The Parks and Recreation Intern will have the ability to communicate and work with a variety of ages and skill levels, and will also have the desire and ability to work in a cooperative, team-oriented atmosphere.

Key Responsibilities

- Effectively works with all recreation supervisors to assist in regular programming.
- Works alongside front line staff throughout the Parks and Recreation Department to gain a greater understanding of each position.
- Cooperates and assists in planning and executing City-sponsored special events, such as Get Outdoors Lenexa, The Great Lenexa BBQ Battle, Community Days Parade, Freedom Run, Movie Nights, Farmers' Markets and other special events.
- May be required to work evenings, weekends and holidays and at special events as needed.
- Perform other duties as assigned by supervisor.

Additional Examples of Work Performed

- Assists with senior trips to various locations within the metro or a short day trip.
- Inspects, cleans and maintains designated program areas after use.
- Assists with summer camp operations as needed, possibly going on field trips that would include intern swimming with participants.

Qualifications

Minimum: College student with 30+ credit hours studying a field related to Parks and Recreation. Availability Monday-Friday 8 a.m.-5 p.m. and flexibility for scheduled City events.

Desired: College student with 60+ credit hours requiring an internship in Parks and Recreation, Sports Management or Wildlife Management.

The successful candidates must pass a pre-employment physical, drug screen and background check.

To apply please continue and complete the online application at www.lenexa.com/jobs and attach your resume. For best consideration, apply immediately as applications will be reviewed and interviews will be conducted until the position is filled.

EOE