



SUMMER INTERNSHIP

Summer 2017

Title of Position: Intern (2-3 available positions) – Summer Program

Location: Various Locations –Steamboat Springs Resort, Steamboat Springs, CO

About STARS: STARS (Steamboat Adaptive Recreational Sports) was founded in 2006 and became a 501(c) 3 non-profit organization in 2007. In 2015-16 STARS served over 400 individual clients with over 10,000 lesson hours in skiing, snowboarding, biking, waterskiing, camping, kayaking, horseback riding, and much more. STARS provides private lessons, specialized equipment, camps, and group programming for individuals with disabilities with the help of over 150 paid and volunteer instructors. STARS has also expanded its programming into summer by offering programs and camps in biking, kayaking, fishing, and waterskiing.

STARS Internship Summary: STARS offers internship opportunities in both the winter and summer seasons. Summer internships typically run from mid-May through August 31st. The commitment is a minimum of 40 hours a week for the duration of the internship with work days to include nights, weekends and holidays. Interns are expected to complete a full season depending on programming needs and intern request. STARS recognizes student schedules may vary and the start / end dates may alter. STARS offers internships to students studying the following fields: *Outdoor Education, Recreation, Recreation for Special Populations, Health & Exercise Sciences, Community-based Therapeutic Recreation, Nonprofit Management, Program Administration & Management, Psychology, Sociology and Physical Education, Development/Fundraising, and other related fields.* STARS provides all-inclusive housing at our co-ed STARS Intern House. In addition, STARS will provide a monthly living stipend of \$300 per month to cover living expenses.

Position Description: Summer interns are expected to work in all areas of the organization throughout their internship to develop a well-rounded experience. Areas of the STARS organization include the administrative office, staff & volunteer trainings, observing & teaching private & group lessons, camps, locals programs, special events and fundraisers. Summer interns will be expected to complete a special project during the course of the season to be agreed upon by the Intern Coordinator, Intern, and supporting college (if applicable).

Duties: Your internship will include but is not limited to the following experiences:

- Assessing, planning, implementing, and evaluating clients and activities for a wide range of abilities and backgrounds
- Attend STARS required trainings and clinics addressing all adaptive disciplines: cycling, kayaking, water skiing, tennis, swimming, horseback activities, etc.
- Planning, assisting, overseeing and chaperoning group and community programming
- Teaching individual and group summer lessons and camps including but not limited to cycling, kayaking, water skiing, archery, hiking, tennis, swimming, horseback activities, sit volleyball, fishing and off site activities
- Assist with STARS special events, camps, and fundraising effort

- Maintaining and gaining technical experience with the different pieces of adaptive equipment
- Completing an *Intern Special Project*
- Assisting with administrative duties and program office duties
- Gaining experience with the administrative aspects of fundraising
- Complete college/university assignments as agreed
- Document student's progress and maintain accurate records
- Complete a formal review with Intern Coordinator and Operations Director prior to completing the internship

Education and Experience Required:

- College degree (or progressing toward it) in related fields mentioned above
- Appropriate skill level in the seasonal activities
- Experience working / volunteering with individuals with special needs
- Knowledge of disabilities
- Experience teaching a subject or activity
- Ability to follow directions and work independently
- Need to provide their own ski equipment (STARS may be able to assist; ask for details)
- Agree to perform their internship from **at least** June 1st through August 31st
- Agree to STARS intern housing rental terms
- Current CPR/First Aid certification (STARS will pay for certification)

Physical Demands:

- Must be able to spend time outdoors in the summer in all conditions, have the physical strength to participate in daily activities, and be able to energetically participate in activities all day long
- Must be able to lift a minimum of 50lbs. with assistance
- Must have dexterity to operate a computer daily
- Must have auditory and visual acuity to operate computers and other electronic devices
- Must have auditory and visual acuity to interact with guests and clients on a daily basis
- Must be able to successfully manage multiple, high priority tasks in a fast-paced environment

To apply:

Submit resume with educational criteria and requirements, application, and cover letter with answers to the following questions to brettm@steamboatstars.com

- What are the dates of your availability?
- Describe your experience in outdoor recreation / summer activities
- Describe your experience teaching.
- What type of opportunities have you encountered with people with special needs?

Application Deadline: April 18th, 2017

Interviews: Rolling interviews as applications come in

Final Decision: no later than April 19th, 2017