



WINTER INTERNSHIP

2017-2018

Title of Position: Intern (4 available positions) – Winter Program

Location: Mountain Operations – 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 2015-2016 STARS served over 570 individual clients with over 20091 lesson hours in skiing, snowboarding, biking, waterskiing, camping, kayaking, horseback riding, and much more. STARS provides private lessons, specialized equipment, camps, and group programming with the help of over 215 paid and volunteer instructors. STARS 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. Winter internships typically run from Thanksgiving through the middle of April. The commitment is a minimum of 40 hours a week for the duration of the internship with work days to include weekends and holidays. Interns are expected to complete a full season depending on programming needs and intern request. STARS recognizes students may be finishing finals during the first part of December and conflicts could arise during this time. 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 intern housing. If an intern decides to seek out their own lodging STARS will provide a \$380 housing stipend per month to cover rent. In addition, STARS will provide a monthly living stipend of \$300 per month to cover living expenses.

Position Description: Winter 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, reservations desk, program desk, staff & volunteer trainings, observing & teaching private & group lessons, camps, locals programs, race training, and fundraisers. Winter 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: The 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: Mono-ski, Bi-Ski, 3-Track, 4-Track, Snowboarding, Visual, Cognitive & Social Impairments
- Shadowing & teaching individual and group adaptive ski and inclusion lessons using appropriate teaching progressions and exercises
- Planning, assisting, overseeing and chaperoning group and community programming
- Maintaining and gaining technical experience with the different pieces of adaptive equipment
- Participating in PSIA adaptive instructor preparation clinics and exams to earn PSIA certification in alpine and/or adaptive skiing
- Completing an *Intern Special Project*
- Assisting with administrative duties and program office duties
- Gaining experience with the administrative aspects of fundraising

- Checking in clients, data entry, general office cleaning and organization, and other general STARS related work as determined by the Intern Coordinator
- Document student's progress and maintain accurate records
- Assist with STARS special events, camps, and fundraising efforts
- Complete college/university assignments as agreed

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 December 12th through April 14th (starting before December 12th is better for training, however this often interferes with finals. STARS staff training starts November 19th which is the preferred start date for interns)
- 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 in the cold, with severe winter weather 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?
- Rate your skiing / snowboarding skills
- Describe your experience teaching.
- What type of opportunities have you encountered with people with special needs?

Application Deadline: November 25, 2017

Interviews: Continuous until positions are filled

Final Decision: December 1, 2017