



Steamboat Adaptive Recreational Sports Therapeutic Recreation Internship Manual





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Manual

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Introduction

Thank you so much for your interest in applying for our Therapeutic Recreation Internship Program here at Steamboat Adaptive Recreational Sports (STARS). We are very excited to get to know you throughout this process. STARS is a non-profit organization that provides numerous adaptive recreational activities directed towards improving the lives of people with disabilities. Located in beautiful Steamboat Springs, Colorado, STARS provides the perfect setting to carry out our mission.

Mission

Our mission is to empower and enrich lives through adaptive recreational activities.

Vision

Our vision is to provide life changing experiences for its clients.

About Us

STARS mission is to empower and enrich lives through adaptive recreational sports. STARS was formed in 2007 by a group of parents, ski instructors, and management from Steamboat Ski Corporation to help provide improved winter recreational opportunities for people with disabilities. In 2010 STARS was contracted by Steamboat Ski Corporation to be the exclusive operator all winter adaptive lessons and programs for the Steamboat Ski area. Since then STARS has grown to offer year-round programming on and off the mountain.

We believe that adaptive recreation can positively impact the lives of individuals with disabilities and their families. STARS programs help individuals to discover the outdoors and teach skills to overcome health challenges as well as develop confidence, self-esteem and independence. We use skiing, cycling, therapeutic horseback riding, kayaking, rock climbing, and hiking among many other activities to empower people with disabilities.

Through these activities we help to reduce depression and isolation, while helping to increase physical activity, self-sufficiency and hope in our participants. We believe that through our programs that we help to strengthen families and communities and advance individuals to become productive and responsible citizens.



THERAPEUTIC RECREATION INTERNSHIP DESCRIPTION

Position Summary: The Therapeutic Recreation Intern's role with STARS is to learn and work as a professional in the field while assisting with all aspects of programming and administration. The intern will be supervised by the internship supervisor who is a Certified Therapeutic Recreation Specialist (CTRS) and will provide exposure to all areas of the National Council for Therapeutic Recreation Certification's (NCTRC) job task analysis domains. The intern is expected to have completed most if not all required educational coursework to be prepared to work in the field. All aspects of the APIE process (Assessment, Planning, Implementation, and Evaluation) will be learned and applied throughout the duration of the internship experience. Working alongside the internship supervisor, both summer and winter interns will be expected to assist in all areas of programming including but not limited to: in-person delivery of programs, planning and preparing for future programs, administrative duties, working with volunteers, coordinating programs, and much more. This internship is designed to provide the best educational, hands-on experience to adequately prepare you to be a professional in the field.

Qualifications:

- Experience working with people with disabilities and knowledge of basic disability characteristics.
- Must have an affiliation with a college or university and be attaining a degree in Therapeutic Recreation and considered eligible by NCTRC.
- Experience with various outdoor activities including skiing/snowboarding, snowshoeing, cross-country skiing, sled hockey, and Special Olympics for winter interns and hiking, cycling, rock climbing, kayaking, paddle boarding, swimming, water-skiing, and therapeutic horseback riding for summer interns.
- Ability to lead and instruct groups of participants in adaptive recreational activities.
- Must abide by all NCTRC Standards of Practice and ATRA Code of Ethics.
- Ability to communicate effectively and empathetically with participants, parents/caregivers, volunteers, staff, and donors.
- Ability to lift 50+ lbs. and have knowledge of basic transferring procedures.
- Must possess current CPR/First Aid Certification or be willing to obtain within first 2 weeks of internship.
- Possess basic computer processing skills.
- Pass a background check.



Responsibilities and Internship Tasks:

- Follow and abide by all agency policies and procedures.
- Attend all required clinics and trainings.
- Work alongside internship supervisor and program team in all aspects of programming including assessment, planning, implementation, and evaluation.
- Complete all required documentation for individual and group programs.
- Attend all weekly staff and intern meetings.
- Provide adaptive recreation to people of all ages and ability levels.
- Promote STARS and the Therapeutic Recreation profession to all individuals.
- Complete all daily logs, journals, assignments, and projects required of you by your educational institution.
- Provide services alongside all STARS volunteers.
- Complete a special project approved by internship supervisor (see below) and provide an in-service presentation to staff on the chosen project.
- Participate in program and internship evaluations.

Expectations:

- Be an advocate for yourself and others in all situations.
- Ability to maintain a positive attitude throughout adverse situations and conditions.
- Represent STARS in a professional and responsible manner both on and off the clock.
- Willingness to provide programs in all outdoor settings and weather conditions.
- Cooperate and collaborate with all STARS staff, board members, volunteers, participants, parents/caregivers, and donors.
- Occasional long days, weekend, and evening work is expected.
- Ability to give and receive feedback in a positive manner.

Hour and Week Requirements:

In accordance with NCTRC requirements, the intern will complete a minimum of 14 consecutive weeks, working 20-45 hours per week for a minimum total of 560 hours.

Benefits:

- STARS provides furnished housing.
- In the winter season, STARS provides a stipend of \$1,300 (50% paid half-way through the internship with the remaining 50% paid at the conclusion). In the summer season, interns receive a \$300 a month stipend.
- STARS provides hard gear season rentals (skis, boots, helmets, etc), a ski pass to Steamboat Mountain Resort, and relevant training upon arrival.



Special Project:

The choices for a special project to complete during the internship are as follows:

- Provide an in-service presentation to staff on a disability topic.
- Design an adaptive piece of equipment.
- Complete a case study.
- Co-organize and lead a special event.
- Pass exam to become a certified PSIA Level 1 Adaptive Ski Instructor (winter only).

Deadline:

- Summer internships (May – September): please submit all application materials by February 1st.
- Winter internships: (December/January – April): please submit all application materials by October 1st.

How to Apply:

Email a resume and cover letter. Please indicate which internship and semester you are applying for in the subject line of your email.

The cover letter and resume should detail the following:

- Why do you want to be a Recreational Therapy intern with STARS?
- Your experience working with individuals with disabilities
- What knowledge (if any) do you have the following winter recreation activities: skiing/snowboarding, snowshoeing, cross-country skiing, sled hockey?
- What are your goals and what do you hope to gain from being a Recreational Therapy intern with STARS?
- Describe your experience with planning and implementing adaptive programming (if any)?
- Any additional comments as needed

Submit To:

Theresa Fox, CTRS; Programs Coordinator
theresa@steamboatstars.com
970-870-1950 Ext:102



Gear and Packing List:

STARS provides basic living essentials in the intern house. This includes items such as kitchen utensils, furniture, tv, utilities, etc. Please keep in mind that items such as bedding, towels, toiletries, clothing, personal items, etc. are expected to be brought individually by interns.

<u>Summer</u>	<u>Winter</u>
<ul style="list-style-type: none"> • Summer appropriate clothing • Clothing that can get dirty • Swimsuit (one piece for girls) • Good walking shoes/hiking boots • Backpack • Sunscreen • Water bottle • Rain jacket • Professional clothing (one outfit) • One nice pair of jeans • Bike (if desired) • Cold weather jacket (can get cold at times) 	<ul style="list-style-type: none"> • Winter appropriate clothing • Clothing that can get dirty • Snow and rain jacket • Black snow pants • Winter gloves and mittens • Goggles • Helmet • Skis/snowboard (will provide rentals if needed) • Ski/snowboard boots (will provide rentals if needed) • Backpack • Winter boots • Sunscreen • Water bottle • One nice pair of jeans • Professional clothing (one outfit) • Swimsuit (one piece for girls)

Dress Code

The dress code at STARS is very laid back. Most days we are outside being active, getting dirty and sweaty so you will be expected to dress accordingly. Please keep in mind that there will be days or events where you will be expected to look nice and you will also need to be prepared to dress nicely for those occasions. You are a representative of the organization and no matter the occasion you are expected to dress as a professional in the field. For example, if we are going on a hike you will be expected to wear leggings/hiking pants, hiking boots, and a t-shirt. However, if there is a big meeting/event with donors/participants/etc. you will need to wear dress pants and a nice shirt. Be prepared for a variety of potential situations.



Frequently Asked Questions

Do I need to bring my own form of transportation?

- There is a bus line in Steamboat that is available for interns to utilize, however the last stop is about half a mile from where the intern house is located so you would have to be willing to walk to the bust stop if needed. It is highly recommended that you bring your own form of transportation like a car or even a bike to help get you around. You can also coordinate with other interns prior to arriving to decide if they would be willing to carpool, etc.

Will I be living with other interns?

- Yes, STARS offers other internships alongside the recreational therapy internship so you will be sharing the house with other interns. There is a single bedroom and a large room with two beds on opposing sides (like a large college dorm room). There are also shared living areas like the kitchen, bathrooms, living rooms, etc.

What does a typical day look like as an intern?

- Our go-to saying is: “we adapt”! Meaning – there is no “typical” day as an intern. The activities we do can change daily as well as the expectations for each day. Days can range from teaching a lesson on the ski hill, helping plan events, completing progress reports, helping clean/maintain/prepare equipment, going for a hike – the possibilities are endless!

What kinds of populations do we serve?

- At STARS we serve all populations from age 5 on up! We love the range of abilities that we get to work with, and we have so much fun doing it.

Do I need to be an expert in the field?

- The quick answer is no, you do not need to be an expert in the field. After all, you are doing this internship to gain experience and knowledge on your way to becoming an expert! Keeping that in mind, you are expected to have base knowledge and experience working with people with disabilities and have some experience with outdoor activities. In the winter, ski knowledge is a huge plus!

If you have any other questions, please do not hesitate to reach out! We are more than willing to answer any questions you might have.