

WPRA Website Internship Posting

Summer Recreation Intern

Elm Grove, Wisconsin

Community or Business Name: Elm Grove Recreation Dept.

Job Description: The Recreation Department Intern is responsible for assisting the Recreation Director in managing and developing a working municipal department. The primary concern is aquatic programming and operation of the municipal swimming pool. Other responsibilities include: personnel supervision, coordinating summer camp programs, program planning, facilitating leagues, and working with the public on a day-to-day basis.

Qualifications: The successful candidate will have completed at least two years of formal education in park and recreation management or a closely related field. Strong communications skills, experience in working with the public, and knowledge of aquatic programming and maintenance is required. Lifeguard Training, First Aid and CPR desirable.

Salary Range: \$9.50-10.50 per hour - 40 hour work week

Apply to: Send resume and cover letter to: Amy Mitchell, Recreation Director, Village of Elm Grove, 13600 Juneau Blvd, Elm Grove, WI 53122 or to amitchell@elmgrovetwi.org. Applications can be downloaded from our website at www.elmgrovetwi.org.

Closing Date: Open until filled