



Intern

South Suburban Special Recreation Association

Contact Name: Heather Specht

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Contact Phone: 815-806-0384

Closing Date:

Salary: \$15.50 for direct programming

Description:

Qualifications:

- Pursuing Associates degree, Bachelor's degree preferred in Therapeutic Recreation or a related field. Related experience will be considered.
- Knowledge and ability to plan, supervise and evaluate recreation programs and special events for persons with disabilities.
- Ability to demonstrate effective oral and written communication skills.
- Pre-employment physical including drug and alcohol test required.

Duties:

- To supervise, plan and evaluate weekly programs, day camps, cooperative programs and special events as assigned by the Intern Supervisor.
- To assist with the inclusion process as well as work some inclusions.
- To assist in the selection of programs to be offered each season.
- To involve participants in the program planning process.
- To act upon requests, suggestions by participants and parents concerning recreation services.
- To assist in orientations and training of seasonal staff and volunteers.
- To prepare budget estimates, routine, and special reports for the Superintendent.
- To prepare program information for flyers, brochures, and news releases.
- To participate in agency fundraising events and public relations activities.

Benefits:

- Job experience working with a variety of wonderful individuals of all ability levels.
- Flexible schedule.
- Learn New Skills.
- Share your talents.
- Paid Leave for All Workers-Earn up to 5 paid days per year.

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