



Parks and Recreation Summer Intern

Village of Hawthorn Woods

Contact Name: Katreina York
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Closing Date:
Salary: \$12.00/hour

Description:

The Village of Hawthorn Woods Parks and Recreation Department is seeking a summer Parks & Recreation Intern. The Recreation Intern is a part-time seasonal position that reports to the Assistant Director of Parks and Recreation. The Recreation Intern will assist with the planning and coordination of summer camps and special events such as Fourth of July festivities, Concerts in the Park and Movies in the Park. They will also assist in areas including aquatics and registration.

The Parks & Recreation Intern will be exposed to various areas of recreation management that will be beneficial to their future career as a Park & Recreation professional. The Parks & Recreation Intern will work closely with both the Assistant Director of Parks and Recreation and the Director of Parks and Recreation to expand their understanding of the field.

QUALIFICATIONS: CPR/First Aid certification is a plus. Applicants will be required to successfully pass a background check and drug test prior to employment. Must have a high school diploma. Must be a student in good academic standing and currently enrolled in a college undergraduate program, or be a recent graduate. Preference is given to students majoring in the field of Parks & Recreation Administration or related field. The ideal candidate will be comfortable public speaking, interacting with community members, instructing staff, and leading activities. Must work well and communicate with people of all ages, especially children.

APPLY: We are proud of our dedicated and exceptional staff and welcome your application to join our team. Interested candidates should visit www.vhw.org.jobs to download an application to complete and submit to Katreina York, Chief Financial Officer [Mail: 2 Lagoon Drive, Hawthorn Woods, IL 60047 | Email: kyork@vhw.org | Fax: (847) 847-3591]