



**Austin Parks and Recreation Department  
Student Internship Program  
Project Proposal**



The Project Proposal to be completed by Internship Supervisor. It will be used to publicize an internship opportunity. The information should clearly state the scope of the internship.

**Date:** 09/30/2013

**Intern Supervisor:** Stephanie LeRoy, CTRS

**Division:** CPD - Inclusion

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**Date of Internship:** Spring 2014

**Internship Title:** Internship I or II for Therapeutic Recreation

**Internship Description:** The TR intern for both I and II will develop the skills, abilities, knowledge and attitudes necessary to support people with disabilities to successfully participate in community recreation programs with reasonable accommodations. TR interns will be assigned (an) individual case(s) to learn how to conduct a participant assessment(s), develop goals & recommendations, implement the TR and inclusion processes, document participant responses to TR services, and manage quality assurance measures.

**Internship Goals:** To become familiar with the TR and inclusion process, pertinent department policy and procedures, administer TR assessment(s), develop goals and recommendations for participants, document participant responses to TR services, in addition to providing the intern with a unique opportunity to expand their understanding of the parks and recreation profession, problem solve in a dynamic work setting, gain experience in leadership, exchange ideas with professionals in the field, build a networking system, and integrate academic knowledge and practical work experience while using the therapeutic recreation process as defined by the current NCTRC Job Analysis. Specific Intern goals and projects will be determined upon orientation to the Inclusion Unit.

**Intern Qualifications:** Preferred skills include, a working knowledge of MS Office products, confidence in and ability to interact with various age groups and various ability levels, leadership, problem solving, effective communication, decision making, strategic thinking, and priority planning. The Proposal for Internship I is for an Associate level student studying in the field of Therapeutic Recreation. The GPA required is minimum 2.5 in the field of study and a minimum 2.5 cumulative.

The Proposal for Internship II is for an Undergraduate or Graduate student studying the field of Therapeutic Recreation. The GPA required is minimum 3.0 in the field of study and a minimum 3.0 cumulative. The Intern II will attend departmental meetings, shadow employees in work units within our department other than Inclusion, and attend city council and board meetings. Intern(s) II are scheduled to work 40 hours a week for 14 weeks at 560 total hours in accordance with NCTRC internship guidelines.

Is this a paid internship? Yes \_\_\_\_ No