Internship and work experience opportunities can be instrumental in shaping the career path for young adults.

Internship programs provide that critical link between the academic setting and the work environment to enable students to explore areas of interest and apply their knowledge to determine the appropriate work environments that best match their skills and abilities.

An Austin Parks and Recreation internship gives a unique opportunity to learn about the park and recreation profession by working side by side with established professionals. The Department is looking for individuals who can solve problems; work as a member of a team; and be proactive and creative in their work. Our interns don't learn by watching, they learn by getting involved.

Our goal is to provide students with the following opportunities:

- Develop and refine technical skills
- Develop problem solving and critical thinking skills
- Offer career exploration
- Develop and refine communication skills
- Develop a professional ethic
- Develop teamwork skills
- Develop skills that can be used in multiple employment settings

In order to meet the demands of a more prepared work force, the Department offers two levels of internship opportunities: Introductory Internships and Leadership Internships.

Commission for Accreditation of Park and Recreation Agencies CAPRA ACCREDITED

AUSTIN PARKS & RECREATION

CITY OF AUSTIN FOUNDED 1839

INTRODUCTORY INTERNSHIPS

Introductory Internships are designed for underclassmen interested in learning more about the mechanics of program design, program management, and evaluation. Students have the opportunity to apply educational concepts to real-world situations. They are placed in program areas under the supervision of selected site supervisors, Program Managers or Division Managers and are expected to complete a project prior to the completion of the internship.

While Introductory Internships are open to all students who qualify, availability may vary from semester to semester. Typical placements are in the following areas: Aquatics; Golf and Tennis; Community Recreation; Natural Resources; Park Operations; Finance; Marketing and Public Relations; Therapeutic Recreation; Special Events; and Cultural Affairs. These introductory experiences allow students the opportunity to test the waters as they begin to form opinions about their desired career path outside a classroom environment.

STUDENT REQUIREMENTS

Have cumulative GPA of 2.5 or better and GPA of 2.75 or better in field of study

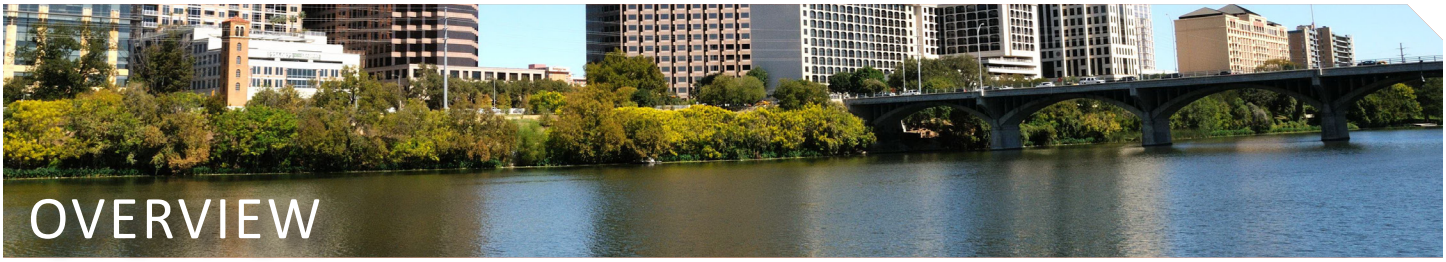
Major in Recreation Management; Leisure Studies; Health; Physical Education; Sports Management; Park Planning and Design; Park Management; Marketing; Finance; Business Administration; Child Development; Architecture; Landscape Architecture; Natural Resources; Urban Forestry; Environmental Studies; Theatre; Performing or Visual Arts; or related curriculum .

- Provide resume; cover letter; and supplemental application
- Complete project based on established goals, objectives, and assignment for review and evaluation
- Commit to 14 week (one semester) internship

DEPARTMENT REQUIREMENTS

- Establish visibility on campus to promote internship opportunities
- Determine behavior and performance expectations
- Review learning objectives
- Establish project assignments
- Provide orientation, training, and professional development
- Provide appropriate supervision
- Provide adequate work space
- Maintain records of intern performance and facilitates conferences with student and Academic Advisor regarding intern progress
- Review university affiliation agreement
- Conduct final evaluation
- Ensure internship is similar to training that would be provided in an educational environment
- Ensure internship predominantly benefits the intern
- Ensure intern does not perform the routine work of the Department on a regular and recurring basis
- Ensure internship does not displace a regular employee

LEADERSHIP INTERNSHIPS



OVERVIEW

Leadership Internships allow selected students who demonstrate potential leadership skills to intern at our executive level, working alongside Assistant Directors and the Department Director.

Students have the opportunity to utilize the knowledge gained in the classroom and see how their studies translate into a professional setting. Leadership interns work on projects that provide valuable hands-on experience and have the opportunity to learn from experienced professionals.

These limited internships are designed for upperclassmen that have completed an Introductory Internship with the Austin Parks and Recreation Department, or an internship with another agency, and are interested in pursuing a more focused internship that will provide them a view into the true pulse of the Department.

Because of the nature of the Leadership Internships, there will be only four positions available per year, and restricted to juniors and seniors who are looking to enter the public park and recreation field.

STUDENT REQUIREMENTS

Have cumulative GPA of 3.0 or better and GPA of 3.5 or better in field of study

Major in Recreation Management; Leisure Studies; Health; Physical Education; Sports Management; Park Planning and Design; Park Management; Marketing; Finance; Business Administration; Child Development; Architecture; Landscape Architecture; Natural Resources; Urban Forestry; Environmental Studies; Theatre; Performing or Visual Arts; or related curriculum

- Have satisfactorily completed a previous internship
- Provide a letter of recommendation from Academic Advisor or curriculum professor
- Provide resume, cover letter, and supplemental application
- Commit to 14 week (one semester) internship
- Plan to pursue a career in the public park and recreation field
- Demonstrate critical thinking and problem solving skills
- Complete project prior to completion of internship
- Complete summary report on internship experience

DEPARTMENT REQUIREMENTS

- Establish visibility on campus to promote internship opportunities
- Determine behavior and performance expectations
- Review learning objectives
- Establish project assignments
- Provide orientation, training, and professional development
- Provide appropriate supervision
- Provide adequate work space
- Determine minimum experience required to complete internship
- Review university affiliation agreement
- Maintain records of intern performance and facilitates conferences with student and Academic Advisor regarding intern progress
- Ensure internship is similar to training that would be provided in an educational environment
- Ensure internship predominantly benefits the intern
- Ensure intern does not perform the routine work of the Department on a regular and recurring basis
- Ensure internship does not displace a regular employee
- Conduct final evaluation

The Austin Parks and Recreation Department is committed to partnering with higher education to provide more opportunities for undergraduate students to gain practical experience through internships; to be actively engaged in the learning process to help ensure skills and modes of thinking taught prepare graduates to seek and hold employment; and to help address the needs of the current and future work environment.