



2017-18 Intramurals and Recreation Internship

Requirements of Position and Skills:

- Bachelor's degree. Preferably in business, marketing, sports management, or a related field.
- Previous student work or other experience in intramurals & recreation at a collegiate institution preferred.
- Excellent interpersonal, organizational, and communication skills.
- Ability to work both independently and as a member of a team to create and implement support for the department.
- Ability to work a flexible schedule, which includes nights and weekends.
- Knowledge and ability to effectively use technology; including spreadsheets, social media platforms, etc. (Excel, Word, Adobe Photoshop, Twitter, Facebook, Instagram, etc.).

Primary Responsibilities:

- Develop, implement, and manage department's intramurals and recreational programming.
- Communicate with students through social media, fitness activities, and other recreational programs.
- Support student loyalty rewards program.
- Supervise, schedule, and manage a staff of student-workers to support intramural and recreational programming.
- Other duties as assigned by Director of Athletics and Assistant Athletic Director for Intramurals and Recreation.

To apply, please submit a cover letter, resume, and three professional references to Assistant to the Athletic Director, Eric Blanchard at eblanchard@ric.edu.

Review of applications will begin immediately. The internships will run from August 14, 2017-May 11, 2018.