



YMCA Of Metropolitan Milwaukee

Intern Service Description

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Position: Sports Intern

Division: Core Programs

Sponsor: Program Director

Department: Youth Development

GENERAL FUNCTIONS of a Sports Intern:

Under the direction of the Program Director and in accordance with Association policies, the Sports intern shall be responsible for aiding in the fulfillment of the Youth Sports objectives of curriculum, program, and activities. The incumbent will be instrumental in helping lead to increased program participation throughout programs as well as better understanding of the Milwaukee YMCA by its participants, volunteers, employees, contributors and the general public. The intern is also responsible for the safety of all participants and in creating a fun, safe, healthy environment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Assist in scheduling and managing youth & adult sports programs.
2. Assist in the supervision of the participant's to ensure appropriate development occurs in a fun, healthy and safe environment.
3. Provide guidance to volunteers, parents, and coaches.
4. Assist with officiating, coaching, and score keeping.
5. Provide instruction at practices and camps.
6. Help with promotion of programs, activities, and events.
7. Ensures that daily care of members is a key priority.
8. Requires flexible hours to work daytime, evening and/or weekends.
9. Ability to travel and setup programs at off-site locations.
10. Assist in setting up and taking down of equipment before and after games, programs, events, and classes.
11. Responsible for strict adherence to all policies and procedures related to safety and conduct rules and other regulations.

EDUCATION and or EXPERIENCE:

- High school diploma (or equivalent) and working toward degree or experience in a related field. Previous experience in planning, programming, and supervising recreation/sports is desirable.
- Experience in planning, organizing, and implementing youth & adult sports programs.
- Experience working with youth, teens, and adults.
- Position requires practical understanding and comprehensive knowledge of youth & adult recreational programs.
- Creativity, initiative, flexibility, eagerness to seek out and involve others and genuine concern for today's youth are essential.
- Lives YMCA values
- Actively values diversity
- Engages community and others in the Y-mission and work
- Must be energetic
- Willing to make a difference and develop relationships

How to apply:

Contact: Erik Kennedy, Volunteer Coordinator

Phone: 414-274-0724

Email: ekennedy@ymcamke.org

This internship service description has been designed to indicate the general nature and level of service performed by interns. It is not designed to contain or be interpreted as a comprehensive inventory of all duties. There should be no expectation of compensation for work performed while executing these duties.