



Special Olympics Wisconsin



Description: Special Olympics Wisconsin provides year-round sports training and competition for children and adults with cognitive disabilities. This unpaid internship will allow the student to assist the Sports staff in planning and implementing Area Competitions and training schools for coaches and athletes. A Variety of time commitments are available for fall and spring to meet student's academic requirements. Hours are flexible. Work load will be assigned based on availability of student.

Qualifications:

- Excellent organizational, administrative & communication skills are required.
- Experience with Microsoft Windows and Word.
- Occasional travel and evening & weekend work is required (costs are reimbursed)
- This position requires some heavy lifting (over 50 pounds)
- Comfortable in casually-dressed, fun filled environment
- Major in Recreation Management, Therapeutic Recreation, Fitness, Physical Education or related field a plus

Internship Responsibilities:

- Assist with planning and coordination of SOWI Area competitions.
- Assist with the development and coordination of Sports Management Teams
- Plan and implement a Certified Coaches Training School and/or sport clinic.
- Assist with volunteer recruitment & management
- Occasional clerical projects including filing, organizing, phone calling or errand running
- Serve on Games Management Team
- Other duties and responsibilities as assigned by the Regional Director of Sports

Supervision:

The Sports Intern will work under the supervision of the Regional Director of Sports. Please send cover letter and resume to Special Olympics Wisconsin-Southeastern Area, c/o Jenny Taylor-McBride, 6011 Durand Ave., Suite 400, Racine, WI 53406 or to jtaylor@specialolympicswisconsin.org . You can contact Jenny via phone at 262-598-9507.