



Program/Event Intern Summer (1 Position Available)

May – July 31 (starting date negotiable) | Full-time (30+ hours per week)

Who: Students majoring in adaptive sports, recreation, sport management/leisure studies, business administration, event management or related field. All college levels are welcome to apply but juniors and seniors who need internship credit to graduate are strongly encouraged to apply.

Overview: As the statewide leader in sports and recreation opportunities for the population with physical disabilities, Adaptive Sports Iowa (ASI) will provide our interns will receive a unique and educational experience. Interns will have the opportunity to take part in all aspects of sports and recreation management from program design to event management as well as working with our athletes.

This internship opportunity will demand a lot but is guaranteed to provide outstanding real world experience. Our interns will be closely involved in all aspects of event management and tasked with significant responsibility. For over 40 years the state of Iowa plays host to the *Registers' Annual Great Bike Ride Across Iowa* (RAGBRAI). Essentially it is the oldest and largest cycling event on the planet. Adaptive Sports Iowa organizes the only team within RAGBRAI that supports cyclists with physical disabilities. 2020 will be the 9th year for our team. The team consists of roughly 80 people from many states and a wide variety of physical disabilities. The role of our summer intern will be to coordinate all aspects of our RAGBRAI team.

Qualifications: Must be organized and detailed oriented. Must have some skills with Microsoft Word and Excel and have the ability to learn website design and the ASI database. Must have an excellent work ethic and be able to work independently.

Job Description: The internship will focus on the planning and operations of ASI programs and events.

- Event coordination
- Roster management
- Volunteer correspondence
- Facility set-up/teardown

In addition the intern will assist in the operations of various ongoing ASI programs including wheelchair basketball, track and field, beep baseball, Airgun, and community events.

Why the Iowa Sports Foundation: The internship will give you the opportunity to learn a great deal about not-for-profit sports and recreation entities. You will work with dedicated staff and gain insights of sport and event management.

Hours: Office hours will vary throughout the summer. Expect extended hours and weekend work leading up to RAGBRAI (July 18-25, 2020).

Other Perks:

Paid Stipend at the conclusion of the internship
Fitness membership to the recreation centers on the campus of Iowa State University
Have fun while building your resume
Meet new people

Deadline: December 28, 2019

How to apply:

Email a resume, cover letter and contact information for three references. Please indicate which internship and semester you are applying for in the subject line of your email.

Submit to:

Katie Kramer, Iowa Games Director
katie.kramer@iowagames.org
888.777.8881 x 103

Internship Coordinator:

Hannah Lundeen, Adaptive Sports Iowa Coordinator
hannah.lundeen@adaptivesportsiowa.org
888.777.8881 x 115