



## **NEW BRIGHTON PARKS & RECREATION INTERN**

*Applications Due: March 15, 2024*

*Salary: \$17.32 Hourly*

### **ABOUT NEW BRIGHTON PARKS & RECREATION:**

The City of New Brighton is an inner ring suburb of the Twin Cities with a diverse community, sixteen parks, four neighborhood centers, and a well-loved Community Center with indoor playground, gym and fitness center. The team at New Brighton Parks & Recreation is friendly, agile and forward thinking.

### **JOB SUMMARY:**

The City of New Brighton is offering an excellent opportunity for a student studying parks and recreation to gain hands-on, varied experience in the Parks and Recreation field. This position will assist parks and recreation staff with a variety of programs, special events, and facilities management. They will gain experience working with the community, volunteers, managing staff, budgets and more.

### **HOURS:**

Summer - 2024. Primarily weekdays, occasional evenings, weekends or holiday hours up to 40 hours per week. Flexible schedule based on programming needs and training.

### **MINIMUM QUALIFICATIONS:**

- Valid Driver's License
- Degree seeking student or recent graduate in Parks and Recreation or related field.
- Computer proficiency. (Microsoft Office Suite)
- Effective communication skills.
- Ability to work independently and follow deadlines.

### **DESIRED QUALIFICATIONS:**

- Internship/practicum required for completing Bachelor's or Master's degree in Parks and Recreation or related field.
- One year or more of experience working in a public parks and recreation agency preferred.
- Experience with any of the following software programs: CivicRec, Civic Plus, Adobe Suite.
- Strong customer service experience.
- Ability to communicate effectively with people of all ages, abilities, cultures and backgrounds.
- Strong problem solving abilities and techniques.

### **APPLY**

View full job description and apply online at [www.newbrightonmn.gov/jobs](http://www.newbrightonmn.gov/jobs)



