



## Fountain Hills Parks & Recreation Department

August 17, 2009

Dear Internship Coordinator:

The Town of Fountain Hills Parks and Recreation Department has internship opportunities available for two students in spring 2010. The 12-week internship pays a stipend of \$5,400. The dates for the internship period are flexible depending on a student's schedule. Enclosed is an announcement of the internship, which we would appreciate your making available to your students.

Additionally, we are updating our records and would like the most recent information for your department, including email. Our goal is for future notifications to be made by email to the appropriate contact person. Contact information can be emailed to me at [bhughes@fh.az.gov](mailto:bhughes@fh.az.gov).

Should you or any of your students have questions, please contact me at (480) 816-5135.

Sincerely,

Bryan C. Hughes, Supervisor of Recreation  
Parks and Recreation Department

Enclosure



# INTERNSHIP OPPORTUNITIES

## Town of Fountain Hills

16705 East Avenue of the Fountains - Fountain Hills, Arizona 85268 - (480) 816-5100

### PARKS AND RECREATION INTERNS

**DATES & STIPEND:** Spring 2010 ~ January 19 – April 9, 2010 (12 weeks, \$5,400)

**CLOSING DATES:** Spring 2010 ~ October 16, 2009

**THE OPPORTUNITY:** A challenging position working with a variety of parks and recreation programs. Assists Recreation Coordinators in planning, coordinating and operating recreation programs for a variety of populations. Programs include, but are not inclusive to, the following: pre-school programs, teen programs, sports programs, outdoor programs and special events. Projects will be mutually agreed upon to provide a diversity of experience.

**SUPERVISION:** Reports to the Supervisor of Recreation.

**THE IDEAL CANDIDATE:** Requires minimum completion of junior year in Leisure Studies or Recreation Administration. Previous recreation experience or volunteer experience helpful. Experience with MS Office a plus. Must have valid driver's license for at least two years.

**SELECTION CRITERIA:** Applicants whose experience and training are most closely suited to the needs of the Town will be selected for interviews. Criteria will be based on knowledge, skills and abilities necessary to the position. Resume, cover letter, application and copy of college transcripts (need not be official) are required and should be mailed to:

Internship Recruitment  
Attn: Parks and Recreation Department  
16705 E. Avenue of the Fountains  
Fountain Hills, AZ 85268

**CONTACT:** Bryan Hughes, Supervisor of Recreation  
Phone: (480) 816-5135  
Fax: (480) 837-3999  
E-mail: [bhughes@fh.az.gov](mailto:bhughes@fh.az.gov)  
Website: [www.fh.az.gov](http://www.fh.az.gov)

**ADDITIONAL INFORMATION:** Fountain Hills is a community of 24,000, located 30 miles northeast of Phoenix, Arizona. It is home of the World's Famous Fountain. The Town is bordered by a 20,000-acre County Park, the Tonto National Forest, and a nearby 1,300-acre lake. Parks and Recreation programs are a high priority in the community.

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