

Parks & Recreation Summer Internship – Grand Prairie Parks & Recreation

Intern at the Lake!

The City of Grand Prairie Parks, Arts, & Recreation Department – Lake Parks Division is looking for highly motivated, creative, and hard-working summer interns who want to gain valuable and highly varied experience in the action-packed 2008 National Gold Medal Winning Department. The selected candidates will work in the Lake Parks Division. Lake Parks oversees 3,000 acres surrounding Joe Pool Lake, of which some 2000+ are currently in use. Facilities include:

3 parks, 221 campsites, 8 cabins, 5 group pavilions, a camp store, 5 public boat ramps, 200+ day use picnic shelters, 2 swim beaches, 10 miles of Hike/Bike/Equestrian Trails, a Texas Paddling Trail, 2 playgrounds, 2 concession operations, and canoe/kayak/golf cart rentals.

The Lake Parks Division is comprised of 25+ full time employees and 12+ seasonal employees and annually serves over 500,000 facility visits and 20,000 campsite rentals. Multiple special events take place at Lake Parks facilities throughout the year.

Duties for Summer Interns include:

Instructing Summer Camp students in various areas of outdoor education including fundamentals of fishing, water safety, boating safety, and environmental stewardship.

Reserving, collecting waiver forms, collecting fees, and maintaining inventory for rental program. Providing accurate records and accounting.

Operating concession stands. Collecting fees, keeping accurate inventory counts, stocking product, and providing accurate records and accounting.

Assisting in the operation of various special events within Lake Parks Division as well as within Parks, Arts, & Recreation Department.

Planning and implementing various programs for park users/campers.

Collecting gate entry fees. Informing patrons of park rules, and charging customers proper entry/activity fees and ensuring proper receipt/form is given to customer. Maintaining accurate records of transactions and accurate accounting.

Providing exceptional customer service by practicing intuitive and active customer service by answering questions, providing directions, and offering suggestions.

Providing security by monitoring and observing activities for the safety and security of citizens and patrons.

Pay: \$8/hr, 20 hrs/week. Intern is required to fulfill 30 hours/week additional to paid 20 hours as “Park Volunteer” and will be provided housing in the form of travel trailer. Intern may be asked to share trailer with another intern. Internship duration is mid-May through end of August.

If interested, contact Dan Conoley (Fighting Texas Aggie Class of '03 and RPTS major) by email: dconoley@gptx.org or phone: 214-542-5375.