



Recreation Internship

Majors preferred:

Recreation Management, Hospitality and Tourism, or related majors

Dates:

Spring Internship: February 1st – May 7th

(Negotiable, depending on student's schedule and requirements; can be extended through summer)

Location:

Fripp Island, South Carolina

Description:

Our Recreation Staff are responsible for assisting the Recreation Director and other recreation staff members with daily operations in the Fripp Island Activity Center.

- ✦ Responsible for planning, implementing, and evaluating all activities and special events for children, resort guests, and club members.
- ✦ Gains exposure to resort operations and property. Able to offer correct information to guests about the island.
- ✦ Participates in the marketing and promoting of all recreation related events including Camp Fripp, Arts and Crafts, and the Spring Family Fling.
- ✦ Tracks daily revenues and expenses, documents daily events, reviews supply of inventories, and keeps accurate retail sheet of daily sales.
- ✦ Completes all university requirements including weekly logs, special projects, reports, mid-term and final evaluations.
- ✦ Generates enthusiasm through guest contact to promote the recreational programs and activities on a daily basis.
- ✦ Follows all Fripp Island policies regarding conduct, dress, and on-property living arrangements.
- ✦ Assists with office and clerical duties required by the department such as answering phones and taking reservations.
- ✦ Recreation staff have a 40 hour work week with the possibility of working weekends and holidays. Additional time off and guests can be accommodated.
- ✦ Perform additional duties upon request



Qualifications:

- ✧ This internship is intended to fulfill part of the graduation requirements of students currently enrolled in an accredited university (for credit hours). Discuss with your advisor how this opportunity can be part of your curriculum.
- ✧ CPR and First-Aid certified
- ✧ Proficient in Word, Excel, and Power Point
- ✧ Must be able to work in a variety of weather conditions
- ✧ Excellent customer service skills and a positive, professional work demeanor
- ✧ Previous programing or planning experience
- ✧ Able to swim
- ✧ Able to lift 30-50 pounds
- ✧ Valid driver's license

Salary:

\$375 bi-weekly stipend + housing on the island (\$50 rent deducted per pay period)

Benefits:

Enjoy access to resort amenities including restaurants, fitness center, pools, golf, tennis, volleyball, and basketball. Lunch from the Marina Deli is provided at no charge to the intern every working day.

How to Apply:

Please submit your cover letter, resume/CV, and a list of references (2-3 past employers and 1-2 academic advisors) to Jessica Miller at jmiller@frippislandresort.com

Deadline:

December 21st (All day) Selection may be made before the deadline.

