



Sports Intern

Description: Special Olympics Wisconsin provides year-round sports training and competition for children and adults with cognitive disabilities. This unpaid internship will allow the student to assist the Sports staff in planning and implementing Area Competitions. A variety of time commitments are available to meet student's academic requirements. Hours are flexible. Work load will be assigned based on availability of the student.

Qualifications:

- Major in Recreation Management, Sport Management, or related field.
- Excellent organizational, administrative & communication skills are required.
- Experience with Microsoft Windows and Word.
- Occasional travel, some weekends and weekday nights.
- This position requires some heavy lifting (over 50 pounds)
- Comfortable in casually-dressed, fun filled environment

Responsibilities:

- Assist with planning and coordination of SOWI area competitions.
- Assist with the development and coordination of Sports Management Teams
- Assist with volunteer management
- Occasional clerical projects including filing, organizing, phone calling or errand running
- Other duties and responsibilities as assigned by the Regional Director of Sports

Supervision:

The Sports Intern will work under the supervision of the Regional Director of Sports in the Greater Milwaukee Region. Please send a cover letter and resume to:

Special Olympics Wisconsin
Attn: Sidney Harker
10224 North Port Washington Rd
Mequon, WI 53092

Or email information to sharker@specialolympicswisconsin.org
The Region office can be reached at 262-241-7786 extension 12.