Nova Southeastern University

**Position Title:** Intern for Intramural and Recreational Sports

**Center/Department:** Student Affairs

**Reports:** Assistant Director for Intramural Sports

**Date:** Semesterly

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**Overview:**

An internship within the intramural sports department at NSU will assist students in learning and experiencing multiple programs services with the department. NSU offers a comprehensive intramural program with competitive and recreational opportunities as well as several special events.

**Fall Internship** – Mid August to early December

**Winter/Spring Internship** – Early January to late April

1. Lead from start to finish **one major and one minor special event** (i.e. golf tournament, racquetball tournament, dodgeball tournament, billiards tournament, etc.)

2. Create and deliver **monthly instructional program clinic** opportunities in areas such as golf, tennis, dance, martial arts, rollerblading, etc.

3. Assist with **marketing and promotion** of all intramural leagues, tournaments, and events; mostly conducted on weekends and evenings.

4. Observe and assist in conducting **sport officials training**, recruitment, and retention.

5. Observe and assist in conducting intramural **captains meetings** for each sport.

6. Serve as **site-manager** at assigned intramural and special event activities; primarily on weekends and evenings.

7. Assist with the development of specific **club sport** activities.

8. Create and implement **assessment measures** to determine current program satisfaction and future program needs of the NSU student population

9. Observe **disciplinary hearings**.

10. Other relevant opportunities that speak to recreational programs and services.

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