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| <b>Title:</b>          | <b>Intern – Winter Mountain</b>  |
| <b>Location:</b>       | Winter Park Resort, Winter Park, CO and some required business in Denver, CO   |
| <b>Department:</b>     | Mountain Program   |
| <b>Reports to:</b>     | Program Director   |
| <b>Status:</b>         | <input checked="" type="checkbox"/> Intern   |
| <b>Classification:</b> | <input type="checkbox"/> Year Round <input checked="" type="checkbox"/> Seasonal <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time |

**About the NSCD:**

The National Sports Center for the Disabled (NSCD) *enables the human spirit through therapeutic recreation and sport*. Each year more than 3,100 children and adults with disabilities participate in our programs to improve the quality of their lives. With specially trained staff, a custom adaptive equipment lab and over 1,200 volunteers, the NSCD provides therapeutic recreation through a variety of winter and summer sports and activities to individuals with almost any physical, cognitive, emotional and/or behavioral diagnosis. Year-round programming is based out of Winter Park Resort and Sports Authority Field at Mile High.

**Position Summary:**

The Winter Program intern gains a working knowledge of the NSCD programs and procedures. The NSCD intern will assist in implementation of Adaptive Sports, Paralympic training and therapeutic recreation. The internship is based on the National Council for Therapeutic Recreation Certification (NCTRC) guidelines and requirements where applicable.

Winter internships are from Late December through mid-April. The duration of the internship can vary based on programming need and intern request. The commitment is a minimum of 4 months, for 32-40 hours a week, with work days to include weekends and holidays. Program locations determined by activity schedule.

**Duties:**

- Daily interactions with children through adults with a variety of disabilities: physical, mental, behavioral
- Attend in house trainings including classroom and on hill segments.
- Assist with the planning, implementation and evaluation of winter adaptive programs including Alpine, Nordic, Custom groups, and camps.
- Completes an intern project agreed upon by the intern and intern coordinator that meets the educational criteria and goals of the intern.
- Assists with NSCD special events and NSCD fundraising efforts.
- Consistently follows safety procedures and utilizes appropriate safety equipment
- Performs other duties as assigned

**Optional Activities:**

Pursue PSIA/AASI certification in alpine or Nordic skiing or snowboarding.

**Professional Performance:**

- Adhere to all Personnel Policies and Procedures for the Agency.
- Maintain professional standards of performance, demeanor, and appearance at all times; act as a “role model” both at and away from the Agency.
- Maintain a creative, team-building approach to job performance and seek to bring a constructive, problem solving orientation to all tasks.
- Performs all tasks and responsibilities with attention to detail and in a complete and timely manner, complying with agency policies and standards and conforming to the scheduling requirements of the job and program.
- Maintain an awareness of the agency’s mission and work to promote the positive individual and social change goals it embodies.
- Exercise discretion and professional judgment at all times keeping with the responsibilities carried personally and by the agency for the care and welfare of the clients.

- Act with honesty and integrity in all aspects of Agency business.
- Actively strive to upgrade professional skills through engaging in appropriate professional training and experience.
- Actively strive to create and maintain a culturally sensitive environment through communication and interaction that demonstrates respect for diversity, socio-economic and cultural differences.

**Education and Experience Required:**

- College degree (or progressing toward it) in Therapeutic Recreation, Special Education, Exercise Science, Recreation Management, Adaptive Outdoor Recreation, Occupational Therapy or Physical Therapy, Physical Education, Social Work/Social Services or related field,.
- Appropriate skill level (minimum level 6) Alpine skiing and able to ski and access lifts independently
- Experience working/volunteering in a service industry or with individuals who have special needs
- Experience teaching a subject or activity
- Ability to follow directions and work independently
- Must have a valid driver’s license and meet background check criteria to drive NSCD vehicle.

**Physical Requirements:**

- Able to work a majority of the time outside at high altitude in varying conditions including uneven and slick terrain and unpredictable weather and situations.
- Physically able to assist participants with adaptive recreation equipment, position adjustments, transfers, and movement during activities
- Able to lift a minimum of 75 lbs. with assistance.
- Dexterity, auditory and visual acuity to operate computers and phones or mobile devices.
- Auditory and visual acuity to interact with guests, students, clients on a daily basis
- Able to successfully manage multiple, high priority tasks in a fast-paced and often times crowded and noisy environment.
- Possess a valid Colorado driver’s license and meet criteria to drive company vehicles including 16 passenger vans and vehicles with large towing capacity, snowmobiles, surface and aerial lifts.

**ACKNOWLEDGEMENT**

This description is intended to describe the general nature and level of the position. It is not intended to be a complete list of all responsibilities, duties and skills required of employees performing this position. Furthermore, this description does not establish a contract of employment. NSCD may change position descriptions at any time, with or without notice as service needs require.

I have read and understand this position description.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Equal Employment Opportunity (EEO) Policy**

NSCD is dedicated to the principles of equal employment opportunity. We prohibit unlawful discrimination against applicants or employees on the basis of age 40 and over, race, sex, color, creed, religion, national origin, disability, sexual orientation, ancestry, citizenship, veteran status, genetic information, or any other applicable status protected by state or local law.  
NSCD will consider providing reasonable workplace accommodations if needed.

**To apply:**

Submit the below documents to [jobs@nscd.org](mailto:jobs@nscd.org)  
Specify your last and first name and position applying for in the subject line

Application – found at [www.nscd.org](http://www.nscd.org)  
Resume

Cover letter answering the following questions:

- University currently attending
- Title of Course requiring an internship and hours required.
- Date range of internship request
- Describe current ski or snowboard ability