

## **Wedgwood Pool Internship Program Description**

The internship was started in 2013 as a way to provide both training and experience for individuals interested in learning about working at Wedgwood Swim Pool. However, we believe that the skills and competencies learned can be applied to numerous employment opportunities. Below you will find some information about the internship as well as a schedule for meeting times.

The purpose of the Wedgwood internship is to provide prospective candidates with an opportunity to:

- Gain experience with the tasks and responsibilities of a Wedgwood staff member
- Learn about the expectations of employment (i.e., what it means to have a job)
- Be evaluated based on performance for future positions (rather than on interview and application alone)
- Develop new skills and receive feedback from management

**Qualifications:** Participants must be 14 years of age by the start of the internship.

Interns will have a variety of opportunities and experiences to assist staff during shifts or events:

- Internship Meetings: opportunities to learn practical skills from Wedgwood Staff Members, to ask questions about the specifics of working at Wedgwood Swim Pool and receive training similar to the Wedgwood Staff
- Job Shadowing: gain experience while volunteering with Wedgwood Staff members during:
  - Swim Lessons, Lifeguarding, Maintenance, Swim Meet Clean Up, and Special Events (4<sup>th</sup> of July Games, Cake Bake, etc.)
  - NOTE: These activities can be used for community service hour requirements.
  - *During all experiences, interns will be assisting certified employees of Wedgwood Swim Pool. They will never have the sole responsibility of providing instruction or supervision as an intern.*

### **Commitment**

We do not have any specific requirements in terms of time for this internship. ALL activities are open to any of the interns and no person will be required to participate. These activities are here for the interns' learning.

### **Employment**

Participation in the internship does not guarantee future employment at Wedgwood Swim Pool. Potential candidates do NOT need to participate in the internship program in order to be considered for a position on the staff.

### **Sign-up**

If you are interested in participating, please complete and sign the attached form and return it to Wedgwood Swim Pool and ask the staff to place the form in Chris Matsumoto's box by **7/7/17**.

## Internship Instructors

**Hanna Parker** will be co-teaching the internship program this year. Hanna is an internship alumni and then became a lifeguard and instructor at Wedgwood. Hanna is very excited to be working with the interns this year!

Email: hannaeparker@gmail.com

**Chris Matsumoto** created the internship in 2013. He has worked at Wedgwood Swim Pool for over 25 years. Chris is a lifeguard and CPR instructor and certifies staff members from Wedgwood, Sand Point and View Ridge on an annual basis. He is the Assistant Manager at Wedgwood Swim Pool and is the principal at the Experimental Education Unit (EEU) during the school year.

Email: chris.mats@gamil.com

## Internship Group Meeting Dates

Date	Time	Topic
July 7, 2017	1:30-3:30PM	Orientation
July 14, 2017	1:30-3:30PM	Lesson Training
July 21, 2017	1:30-3:30PM	Guard Shift and Maintenance
July 22, 2017	10:00AM-3:30PM	CPR & In-Water Guarding
July 28, 2017	1:30-3:30PM	Communication Skills
August 4, 2017	1:00-4:00PM	Resume and Interviews

## Optional Volunteer Opportunities

Date	Time	Activity
July 11, 2017	8:30-10:30PM	Swim Meet Clean-up
July 13, 2017	8:30-10:30PM	Swim Meet Clean-up
July 24, 2017	7:00-8:30PM	Girls Prelims Meet Clean-up
September 4, 2017	1:30-4:30PM	Labor Day Games

**Wedgwood Pool  
Internship Program**

Name: \_\_\_\_\_  
Last First

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Please describe any activities that will interfere with your internship opportunities**

Activity Description:	Time Commitment (i.e., month, dates, days, specific times, etc.):

I have read the Wedgwood Swim Pool Internship Description. I understand that participation in the Wedgwood Internship is NOT a guarantee of future employment. I agree to participate in the Wedgwood Swim Pool Internship.

\_\_\_\_\_  
 Signature on Intern Date

I have read the Wedgwood Swim Pool Internship Description. I understand that participation in the Wedgwood Internship is NOT a guarantee of future employment for my son or daughter. I give permission for my son or daughter to participate in the Wedgwood Swim Pool Internship.

\_\_\_\_\_  
 Signature of Parent or Guardian Date

**DUE DATE: 7/7/17 (First Day of Internship)**  
 RETURN to Wedgwood Swim Pool and ask the staff to place the form in Chris Matsumoto's box