

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 (4th 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 available 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 **6/19/19**.

Internship Instructor: 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
Monday, July 1	12:00-4:30PM	Orientation & Lesson Training
Tuesday, July 2	1:00-4:00PM	Guard Shift and Maintenance
Saturday, July 6	10:00AM-4:00PM	CPR & In-Water Guarding
Friday, July 12	1:00-4:00PM	Communication Skills
Friday, July 19	1:00-4:00PM	Resume and Interviews

Optional Volunteer Opportunities

Date	Time	Activity
July 1 – July 12	9:00AM-10:45AM or 10:30AM-12:00PM	Lessons Session 1, WK 1 & 2
July 4	2:00PM-5:30PM	TBD
July 9	8:30-10:30PM	Swim Meet Clean-up
July 11	8:30-10:30PM	Swim Meet Clean-up
July 13	6:00-9:30PM	Cake Bake
July 15 – July 19	9:00AM-10:45AM or 10:30AM-12:00PM	Lessons Session 2, WK 1
July 16	8:30-10:30PM	Swim Meet Clean-up
July 22 – July 26	9:00AM-10:45AM or 10:30AM-12:00PM	Lessons Session 2, WK 2
July 29 – August 2	9:00AM-10:45AM or 10:30AM-12:00PM	Lessons Session 3, WK 1
August 5 – August 9	9:00AM-10:45AM or 10:30AM-12:00PM	Lessons Session 3, WK 2
August 7	5:00-7:00PM	Swim Team Banquet
August 12 – August 16	9:00AM-10:45AM or 10:30AM-12:00PM	Lessons Session 4, WK 1
August 19 – August 24	9:00AM-10:45AM or 10:30AM-12:00PM	Lessons Session 4, WK 2
September 2	1:30-4:30PM	Labor Day Games

Interns will have an opportunity to sign up for these optional volunteer experiences (including guarding and maintenance shifts) on the first day of the internship.

**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 understand that my son or daughter is not required to participate in volunteer opportunities. I give permission for my son or daughter to participate in the Wedgwood Swim Pool Internship.

 Signature of Parent or Guardian Date

DUE DATE: 6/19/19

RETURN to Wedgwood Swim Pool and ask the staff to place the form in Chris Matsumoto's box or scan and email to chris.mats@gmail.com