



Internship: Wellness Connection

Purpose

Assist with the operation and implementation of health and wellness events, education classes and workshops, and to promote the mission of the Department of Recreation and Wellness in action and in spirit.

Primary Responsibilities

Develop and/or plan, implement, and evaluate current Wellness Connection programming and projects including: late night events, employee wellness, orientation and registration and national speakers
Assist with special events hosted by the Wellness Connection
Assist with marketing programs and special events that the Wellness Connection sponsors.
Assist in supervision of the Student Recreation Center in absence of professional staff
Provide excellent customer service and maintain positive relations and rapport with Student Recreation Center members
Work with other professionals involved with campus health promotion and education to aid in the coordination and collaboration of campus programs
Assist staff with general day-to-day duties of the office. Attend all regularly scheduled office hours
Promote the philosophy of wellness both in spirit and in action
Perform other duties as required by the professional staff

Basic Qualifications

Computer software skills
Strong customer service skills, including interpersonal and presentation abilities
Excellent writing skills
Excellent communication skills
Attention to detail

Additional Information

Candidate must be in "good" academic standing with BGSU
Business casual dress requirement