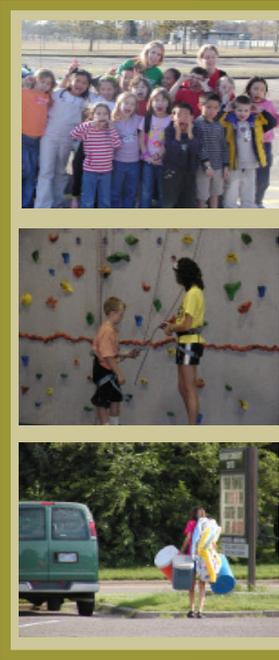




Roseville Parks & Recreation is a three-time recipient of the NRPA Commission for Accreditation of Park and Recreation Agencies and has been awarded the NRPA Gold Medal Award.

Roseville provides internship opportunities within recreation administration and programming, park management, facility operations, youth programming, adult athletics, environmental education and special event planning.

An internship with Roseville Parks & Recreation will provide the student with professional experiences that emphasize administrative and management skills, as well as leadership and creative development.



### Our Mission

*Roseville Parks and Recreation is a function of the City of Roseville organized for the benefit of all citizens of Roseville to plan, develop, promote and supervise a variety of activities and facilities of sufficient quantity and quality to meet community preference and needs and to preserve and enhance the natural resources of the community.*

### Our Promise to the Community

As citizens and customers, you deserve the best possible services, programs and facilities. We, the Roseville Parks and Recreation staff promise to do everything possible to cheerfully and respectfully serve you by providing clean, safe facilities; enjoyable, safe programs, and timely and effective service, which includes listening and responding to your suggestions and concerns.

Roseville Parks & Recreation  
2660 Civic Center Drive  
Roseville, MN 55113  
651-792-7102 ~ [www.cityofroseville.com](http://www.cityofroseville.com)



## City of Roseville Parks & Recreation Internships



- > Recreation Administration  
Programming  
League Management
- > Special Event Operations
- > Marketing & Promotions
- > Facility Management  
Golf Course  
Skating Center  
Park Maintenance



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## Recreation Administration & Programming

Gain valuable experience working with a team of recreation professionals to plan, initiate and manage recreation programs and leisure experiences.

- ❖ **After School Sports & Activities**
- ❖ **Youth Programs** - Instructional Sports, Summer Sports & Playgrounds
- ❖ **Art Programs** - Music, Drama, Dance, Creative Arts, Performances in the Park
- ❖ **Environmental & Outdoor Education**
- ❖ **Adult Athletics**
- ❖ **Adult Experiences**
- ❖ **Seniors Programming**
- ❖ **Affiliated Groups**



Learn recreation administrative practices while working with staff on the management of facilities and operations.

- ❖ Facility Management
- ❖ Park Planning & Project Management
- ❖ Budget Management & Record Keeping
- ❖ Program & Department Promotions
- ❖ Employee Management & Training
- ❖ Guest Services

## Special Event Operations



Roseville is home to a wide range of community events. Work with staff to develop new opportunities or manage established events - either way, a special events internship will give you insight into the planning process, budgeting, promotion, risk management, staffing and facility operations.

- ❖ **Summer** - Rosefest, Summer Entertainment Series, Run for the Roses, Tour de Roses Family Bike Ride, RoseArt Festival, Battle of the Bands, Golf Tourney
- ❖ **Fall** - Wild Rice Festival, Spooktacular Saturday
- ❖ **Winter** - Holiday Carnival, New Years Eve Celebration, Skating Competitions, Volunteer Recognition
- ❖ **Spring** - Spring Celebration, Earth Day, Ice Show, Dance Recital, ARTS@theOVAL

## Marketing, Promotions & Sponsorships

Learn to build partnerships and community relationships to support recreation programs, events and operations. Involve yourself in multi faceted promotions. Work with staff to develop marketing strategies and promotional plans.

- ❖ Sponsorship & Partnership Packages
- ❖ Program, Event & Department Promotions
- ❖ Marketing Management
- ❖ On-line Promotion & Web Based Info
- ❖ Print & Electronic Design

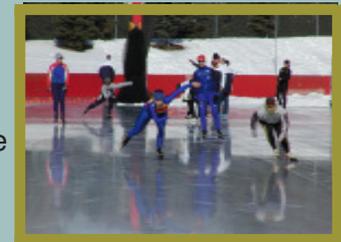


## Facility Management

Roseville has a variety of unique and traditional recreation and park facilities. Develop skills to manage recreation, athletic and park facilities.

- ❖ **Park System** - 30 parks, 680 acres of park & open space, arboretum, 50 miles of trails, 4 shelters, numerous fields, courts, playgrounds
- ❖ **Roseville Skating Center** - Banquet Facility Indoor Arena, Outdoor OVAL, Aggressive Skate, Bike & Board Park
- ❖ **Recreation** - Two Community Gymnasiums, Gymnastic Center, Multi-Use Areas
- ❖ **Cedarholm Golf Course** - 9 hole, par 3 course.
- ❖ **Harriet Alexander Nature Center** - 50 acre nature area, boardwalk, interpretive building

Staff enthusiastically work with new professionals to develop management skills and help prepare them to enter the parks and recreation work force.



Roseville Parks and Recreation is happy to discuss possible Special Interest Internships and Professional Experiences. Staff are available to work with students looking for opportunities to acquire skills in:

- ❖ Ice Arena Management
- ❖ Golf Course Operations
- ❖ Forestry and Horticulture
- ❖ GIS/GPS