



Parks and Recreation and Community Events Internship- Spring/Summer 2023
Forty hours per week. Evenings/Weekends
\$15/hr

The City of Ammon Parks and Recreation Department seeks a student interested in Recreation and Events Management. Intern will be involved at all levels of programming, public relations, scheduling, staffing, social media, print media, facility management, and everything else both publicly and behind the scenes. Ammon is a city of 19,000 people that borders Idaho Falls. We run sports programs, community and cultural events, swim lessons, and other programs and events. Ammon has thirteen parks, totaling roughly 90 acres, eleven ball diamonds, playgrounds, tennis and pickleball courts, swimming pool, splash pad, and shelters. Ammon has a small parks and rec staff but we do quite a bit of community programming, events, and parks maintenance.

Intern will be involved with the following:

Swimming pool preparation- assist with physical facility, schedule for open swim and lessons, public relations.

Ammon Little League- game day field prep, field monitoring, help obtain and work with sponsors, organizing, umpire scheduling, ordering, inventory, and distribution of equipment.

Summer kickoff party event to open splash pad and swimming pool, working with sponsors, public relations, social media, and preparing the park.

Assist with Ammon Days- sponsors, vendors, set up, clean up, public relations.

Movies in the Park- Public relations, communicate with sponsors and audio visual crew, PA announcements, thanking sponsors, and welcoming the public.

Assist with public relations and social media for all events, programs and activities.

Other duties and opportunities as needed. This is a hands-on opportunity with a great deal of practical experience in all aspects of parks and recreation in a small town with a very busy season.

If interested, please submit a cover letter, resume, and availability sheet to aforrest@cityofammon.us