

Complete Your Internship in Administration with The Nation's Premier Parks & Recreation Team!

The accredited Miami-Dade Park & Recreation Department, a three-time National Gold Medal Award (AAPRA and NRPA) winner and Florida Governor's 2009 Sterling Award winner, is the third largest county park system in the United States, consisting of 262 parks and more than 12,668 acres of land. We are looking for enthusiastic, motivated and creative interns!

Interning with the Miami-Dade Park & Recreation Department's Administration Division will give you experience in the various administrative functions required to properly manage a quality Park & Recreation Department. You will spend time with the Assistant Director of Administration, and also rotate through the following areas: finance, budget, human resources, IT, fundraising, grants, strategic planning and contracts management. In the process, you will gain valuable experience for your future job hunt.

If you are interested in this exciting opportunity, please contact:

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Miami-Dade Park & Recreation is one of the most unique park and recreation systems in the nation. Made up of more than just playgrounds and athletic fields, it also includes after-school, sports-development and summer-camp programs; programs for seniors and people with disabilities; educational nature centers and nature preserves; arts and culture programs and events; environmental restoration efforts; Miami MetroZoo and Deering Estate; Crandon Tennis Center, home of the Sony Ericsson Open; golf courses; beaches; marinas; campgrounds; and more. The Miami-Dade Parks mission is to create outstanding recreational, natural and cultural experiences to enrich you and to enhance the quality of life for our community for this and future generations.

Internships are unpaid, and hours are flexible. Interns are subject to a criminal background review.

