GRCC Exercise Science Department
Fieldwork/Internship Position

Responsibilities
1. Plan, and implement programs and events on and off campus through the Exercise Science Department.
2. Assist in administering pre and post fitness assessments.
3. Data collection and entry of fitness assessments.
4. Develop educational topics and exercises for students under supervision of the Department Head.
5. Research, develop and coordinate nutrition and fitness/wellness events for students, faculty, staff, and the community. For example, body fat testing days, Exercise Science 5K, etc...
6. Keep up with Exercise Science Department webpages, posting and editing content.
7. Research information regarding community colleges in Michigan.
8. Assist in coordinating work with Special Olympics
9. Other duties as assigned.

Desired Skills and Experience
1. Excellent inter-personal skills.
2. Comfortable with computer skills and programming.
3. Ability to work independently and think critically.
4. Creativity.

Hours/Compensation
1. Approx. 8-10 hours/week (negotiable)
2. This position is unpaid

Position Application Dates:
<table>
<thead>
<tr>
<th>Semester of Fieldwork or Internship</th>
<th>Application Window</th>
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</thead>
<tbody>
<tr>
<td>Fall 2014</td>
<td>Accepting Resumes</td>
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<tr>
<td>Winter 2015</td>
<td>Accepting Resumes</td>
</tr>
<tr>
<td>Spring/Summer 2014</td>
<td>Accepting Resumes</td>
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</tbody>
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To apply, please email a cover letter and resume to Jodi Gee jgee@grcc.edu.

Jodi Gee, M.A., CPT
Department Head – Exercise Science
e-mail: jgee@grcc.edu
www.grcc.edu/exercisescience