



City of Ankeny Iowa

Winter-Spring Parks & Recreation Internship

SALARY	\$17.00 Hourly	LOCATION	1210 NW Prairie Ridge Dr, Ankeny
JOB TYPE	Intern	JOB NUMBER	00651
DEPARTMENT	Parks and Recreation	OPENING DATE	08/19/2025
CLOSING DATE	10/13/2025 11:59 PM Central		

Function

The City of Ankeny is seeking a highly motivated, energetic parks and recreation or sports management student to complete an internship with the City's Parks and Recreation Department. Ankeny is a young, vibrant and growing community of over 70,000 people. It is located 15 miles north of Des Moines.

The Intern will be involved in all aspects of the Parks and Recreation Department. *This position will run 12 weeks from date of start, concurrent with the winter/spring semester of 2026.* The intern must complete the requisite hours required of the college internship program that may encompass days, nights, and weekends when needed. Schedules can be made flexible as appropriate and based upon hours requirements for internship credit.

Applications must be received by **Monday, October 13, 2025**. *Pre-employment background & drug screen required.* Interested individuals should apply online at www.ankenyiowa.gov and attach a resume and cover letter expressing interest and qualifications.

QR Code:



Principal Duties and Responsibilities

- Assist and/or lead the development of recreation, cultural and special event programming.
- Assist with front desk operations and customer service center.
- Work with staff on special projects, including but not limited to: grant writing, fundraising, project management, tournament/event management, program evaluations, and goal setting.
- Develop 3-5 new programs that are "turn-key" and ready for implementation.
- Supervise and train seasonal staff.
- Develop press releases, flyers and other promotional material for distribution.
- Work in a variety of department functions, including: programming, customer service, aquatics, special events, sports complex, and golf course.

Entry Requirements and Skills

All applicants will be considered; however, preference will be given to current students of Parks and Recreation, Sports Management or a related field.

- Indoor/outdoor settings will vary with task.
- Must be adaptive to all weather conditions.

Employer

City of Ankeny Iowa

Address

410 West 1st St

Ankeny, Iowa, 50023-1557

Phone

515-965-6400

Website

<http://www.ankenyiowa.gov>