



Welcome to the SES Internship Meeting

*Exercise Science/Human Performance
Majors*

For Spring 2022 Internships



UNC



From the UNC Undergraduate Catalog:

Prerequisites:

- ✓ Completion of SES 490
- ✓ SES prefix courses → grade of “C” or higher
 - ✓ Exercise Science
 - ✓ Human Performance
- ✓ Current BLS/CPR certification
- ✓ Consent of the Internship Director
- ✓ Supervised experience in Sport and Exercise Science emphasis
- ✓ S/U graded (**Satisfactory = pass/Unsatisfactory = fail**)
- ✓ Repeatable, maximum of 12 credits
- ✓ Credits 6-12 (can complete two 6-credit internships)
 - ✓ 6 credits = 225 hours; 12 credits = 450 hours





Where do I start?

1. Identify an internship location that satisfies your career goals

- Where do you plan on living?
- Talk with your advisor about internship location ideas
- Check out potential internship program websites





Where do I start?

1. Identify an internship site that satisfies your career goals
2. **Contact potential internship sites**
 - Approach them as if you were applying for a job
 - Provide a resume & cover letter
 - Wear professional attire (“business casual”)

What **NOT** to wear:



What to wear:





Where do I start?

1. Identify an internship site that satisfies your career goals
2. Contact potential internship sites
3. **Most sites will expect a face-to-face interview. Be prepared!**

Center for Career Readiness

INTERVIEWING

[Home](#) [About Us](#) [Students](#) [Employers](#) [Faculty](#) [Alumni](#) [f](#) [t](#)

[UNC](#) > [Center for Career Readiness](#) > [Students](#) > [Getting a Job](#) > [Interviewing](#)

Interviewing

Feeling stressed thinking about an upcoming interview? You are not alone. There are ways to combat this, though, and Center for Career Readiness is here to help.

How to Prepare

Sample Questions

Behavioral Based Tips

Group Interview Tips

Legal/Illegal Questions

Phone/Video Interviews

Dress for Success

Schedule a Mock Interview

[Internship/Job Search](#)
[Resume and CV](#)
[Cover Letter](#)
[Recommendation Letters](#)
[Interviewing](#)
[Networking](#)
[Diversity Resources](#)
[Campus Resources](#)

HANDSHAKE





Where do I start?

1. Identify an internship site that satisfies your career goals
2. Contact potential internship sites
3. Most sites will expect a face-to-face interview. Be prepared!
4. **Satisfy any requirements of the internship site**
 - Hospitals may want → Background check, drug test, proof of immunizations, and other items completed.

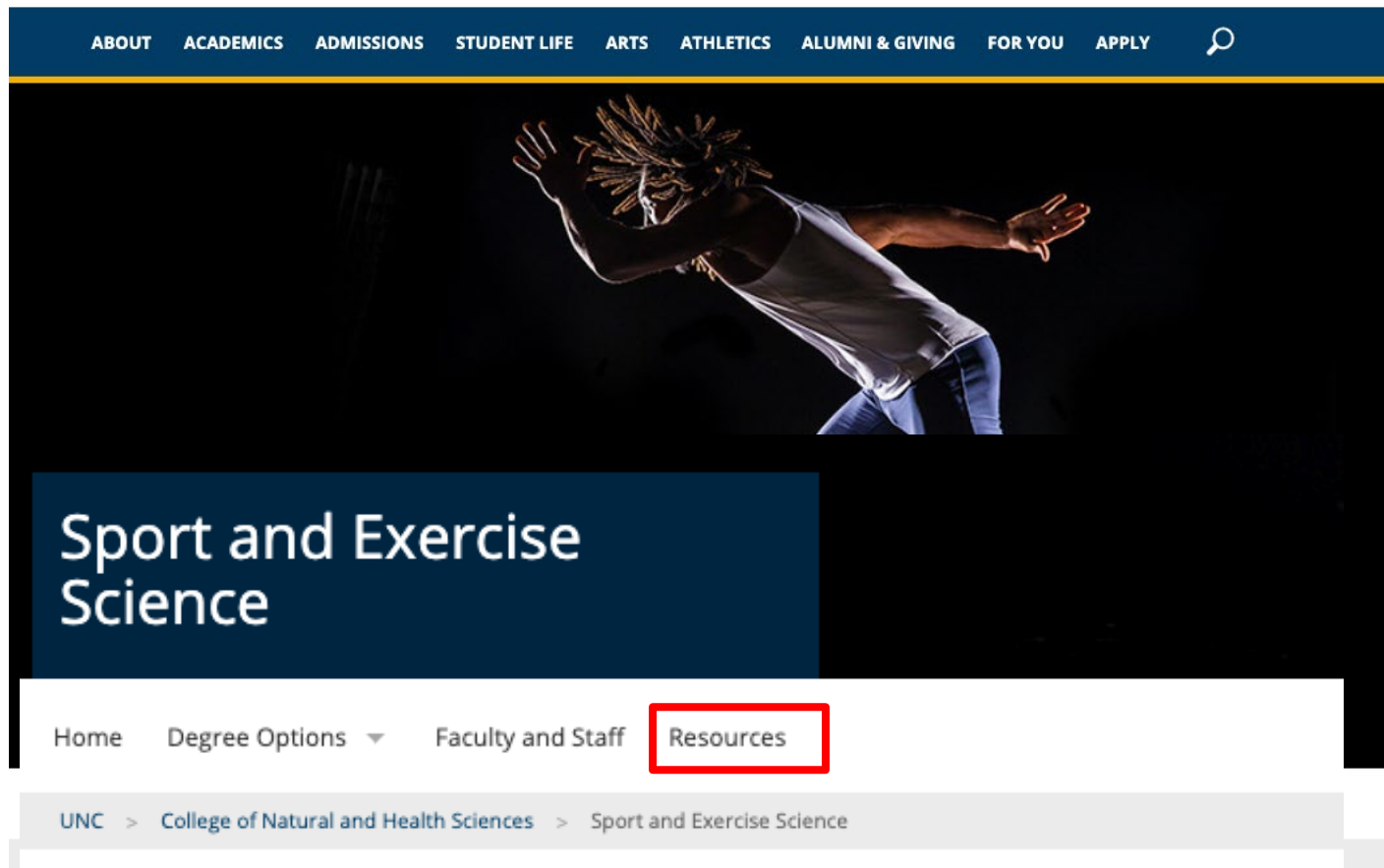




After the internship has been offered to you:

1. Complete an **Internship Request Form**

- PDF on SES website (<https://www.unco.edu/nhs/sport-exercise-science/>)





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UNIVERSITY OF
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ABOUT

ACADEMICS

ADMISSIONS

STUDENT LIFE

ARTS

ATHLETICS

ALUMNI & GIVING

FOR YOU

APPLY



Sport and Exercise Science

RESOURCES

Home Degree Options ▾ Faculty and Staff Resources

UNC > College of Natural and Health Sciences > Sport and Exercise Science > Resources

Resources

Explore resources, forms, and other information for undergraduate and graduate students and faculty.

→ Contact An Advisor

→ Graduate Student Forms and Resources

→ Internship Forms and Resources

→ Student Organizations, Employment, and Resources



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→ Contact An Advisor

→ Graduate Student Forms and Resources

↓ Internship Forms and Resources

SES Internship Request Form

SES Internship Manual

SES: Exercise Science Major GPA Calculator

→ Student Organizations, Employment, and Resources



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After you complete this form, PRINT it out and submit it to the Internship Director in your area before the deadline listed in the Internship Manual.

Undergraduate:

*Choose one of the following

Graduate: *Choose one of the following

If you chose a variable credit, please choose your credit hours (1-6):

2 credits = 75 hours; 6 credits = 225 hours; 12 credits = 450 hours

Undergraduate students – If you choose SES 492 for 6 credits and will be doing 2 6-credit internships in the same semester, you need to fill out 2 of these forms.

Semester of Internship: Year *Choose one of the following

Student Name: Bear Number: **x1234**

UNC e-mail: Phone Number:

Internship Agency Name:

Agency Address:

City State Zip

Agency Supervisor Name & Title:

Agency Supervisor e-mail:

★ **Contract Person Name and Title:**

Phone Number and E-Mail:

(Contract Person is person authorized to sign a legal contract at the internship agency. If your internship is with a school the Athletic Director or upper Administration must sign contract.)

Job Title & Description of Proposed Work or Coaching Activities:

Start Date: End Date: No later than the **FRIDAY OF FINALS WEEK**

Hours per week:

Additional Paperwork? (e.g., background check, HIPPA, drug test) * Choose one of the following

FOR SES USE ONLY:

Contract Status:

Advisor Notes:

Cleared for Section:

CRN:



After the internship has been offered to you, turn in:

1. Complete an Internship Request Form
2. **CPR Certification**
 - Hospital Internships (may require AHA)



UNC

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COLORADO

Adult CPR, AED, & First Aid Training

September 24

October 8

November 5

November 19

December 10

3:00-4:30 PM

Location: Ben Nighthorse Campbell Center (BNCC), Rm 1100

Blended Learning Format: This course has both online eLearning as well as instructor-led classroom components. eLearning online content component must be completed **BEFORE** attending the class.

Registration: Register in advance with Kacie Kondrotis at the BNCC Front Desk. Payment is due at time of registration.

Cost: \$75

Payment: Cash, Credit Cards, or Check made payable to UNCCRI

Questions: Email Michael Lazio at Michael.Lazio@unco.edu

The class may be cancelled if fewer than 4 students are registered



After the internship has been offered to you, turn in:

1. Complete an Internship Request Form

2. CPR Certification

3. **Resume**

- UNCO Center for Career Readiness

Resume/Curriculum Vitae

The purpose of a resume/curriculum vitae (CV) is to earn an interview by providing an overview of your relevant experiences to potential employers. Career Counselors are here to offer personalized feedback at any stage in your resume writing process.

For additional support schedule an **appointment with a Career Counselor**

GENERAL RESUME SAMPLE

RESUME CHECKLIST

RESUME HEADS/ACTION VERBS

CV SAMPLE CATEGORIES

SAMPLE CV

Name	E-mail	Address	Phone Number	LinkedIn Profile Address (optional)
SUMMARY OF QUALIFICATIONS <ul style="list-style-type: none">[List exactly (word for word) what you match in the minimum and preferred qualifications of job description]				
EDUCATION				
Bachelor/Master/Doctorate of	in	Expected: Month 20XX		
Minor in	University of Northern Colorado, Greeley, CO			
Study Abroad <ul style="list-style-type: none">				
RELATED EXPERIENCE				
Position Title				
Place/Organization, City, State		Month 20XX-Month 20XX		
<ul style="list-style-type: none">[Action Verb + Task & Details + Result/Outcome (see reverse bullet statements section)]				
Position Title				
Place/Organization, City, State		Month 20XX-Month 20XX		
<ul style="list-style-type: none">				
ADDITIONAL EXPERIENCE				
Position Title				
Company Name/Organization, City, State		Month 20XX-Month 20XX		
<ul style="list-style-type: none">				
Position Title				
Company Name/Organization, City, State		Month 20XX-Month 20XX		
<ul style="list-style-type: none">				
<i>[Other experiences not yet listed go here]</i> <ul style="list-style-type: none">				



After the internship has been offered to you:

1. Complete an Internship Request Form
2. CPR Certification
3. Resume

- Submit the above required UNC documents before the following deadlines:

(Friday, two weeks before finals week)

➤ *For Spring 2022 semester internships – November 19, 2021*

➤ *For Summer 2022 semester internships – April 15, 2022**

➤ *For Fall 2022 semester internship – July 15, 2022*

- Submit to the internship coordinator BEFORE the deadline via email at Sara.Winges@unco.edu



Responsibilities During Internship:

- ✓ Complete and submit complete Weekly Logs documenting the required number of hours before Friday of finals week
 - ✓ 12 credits = 450 clock hours / 6 credits = 225 clock hours
- ✓ Check/Read/Respond
 - ✓ bears.unco.edu / Canvas / Canvas email (on your phone?)!
- ✓ Weekly Log Sheets– hours/comments/signatures
- ✓ Mid-Term Check-in
- ✓ Reflection Paper
- ✓ Internship Project Plan & Summary
- ✓ Final Self Evaluation
- ✓ Satisfactory Evaluation from Site Supervisor (they will receive a link via email to complete the evaluation)



Weekly Log Sheets

- All hours must be documented on the log sheets provided in canvas
- Only complete log sheets will be accepted
- **Dates** – match semester Week
- **Agency** – internship site
- **Student**
- **Supervisor** – matches information provided to internship coordinator & signature
- **Daily** – hours and description of duties for the day
- **Supervisor's comments** – at least once a month the supervisor should supply comments
- **Weekly Total Hours**
- **Running total Hours**
- **Signatures** – you AND your supervisor MUST sign the completed form

Internship Hours Log Sheet

Fall 2021

Must be completed and submitted on Canvas under 'Log Sheets' assignments corresponding to Semester Week # during which the reported hours were accrued. Hours will not be accepted without both the Student and Supervisor Signatures.

Week 1: 8/23 - 8/29

Student Intern: Sam Student

Agency: Banner Health*

Supervisor: Jessie Super*

Report hours in 15 minute (0.25) increments

Monday <u>0</u> hrs	Summary of work:
Tuesday <u>4.5</u> hrs	Summary of work: Cleaning, COVID procedures
Wednesday <u>8.0</u> hrs	Summary of work: assisted w/ exercises, organized patient files
Thursday <u>8.0</u> hrs	Summary of work: assisted w/ exercises, programming work
Friday <u>8.0</u> hrs	Summary of work: assisted w/ exercises, programming work, filing
Saturday <u>0</u> hrs	Summary of work:
Sunday <u>0</u> hrs	Summary of work:
Supervisor's Comments: **	
Weekly Total (hrs): 28.5*	Running Total (hrs): 60.5*

You MUST sign & date

Supervisor must sign AFTER you have filled in everything else

Student Intern Signature

Date

Supervisor Signature

Date



- Application for Graduation (unco.edu/registrar/graduation)
 - Spring 2022 graduation application
 - February 11th, 2022 to have name in Spring commencement program
 - May 6th, 2022 – final deadline to graduate in Spring 2022
 - Summer graduation application
 - February 11th, 2022 to have name in Spring commencement program
 - August 5th, 2022 – final deadline to graduate in Summer 2022

Graduation

APPLYING FOR UNDERGRADUATE GRADUATION

[Home](#) [Registration Information](#) ▼ [Current Students](#) ▼ [Graduation](#) ▼ [Transferring Credit to UNC](#) ▼ [Residency](#) ▼ [Veteran Services](#)

[Faculty & Staff](#) ▼

[UNC](#) > [Office of the Registrar](#) > [Graduation](#) > [Applying for Undergraduate Graduation](#)

Applying for Undergraduate Graduation

Bachelor's Degrees

[Undergraduate Graduation Requirements](#)

[Applying for Graduation](#)

[Cap & Gown \(Regalia\) Ordering](#)



Spring 2022 Internship Application Due Friday, Nov. 19th

1. Internship Request Form
2. CPR Certification
3. Current Resume

Submit via email Sara.Winges@unco.edu

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Agency Address: City State Zip

Agency Supervisor Name & Title:

Agency Supervisor e-mail:

Contract Person Name and Title:

Phone Number and E-Mail:

(Contract Person is person authorized to sign a legal contract at the internship agency. If your internship is with a school the Athletic Director or upper Administration must sign contract.)

Job Title & Description of Proposed Work or Coaching Activities:

Start Date: End Date: No later than the **FRIDAY OF FINALS WEEK**

Hours per week:

Additional Paperwork? (e.g., background check, HIPPA, drug test) * Choose one of the following



Name
Street Address
City, State, Zip Code
Cell Phone
Home Phone/Office Phone
E-mail Address

Objective
Clear and concise statement of professional goal (job or position)

Qualification Highlights
Experience that directly relates to job description
• You may choose to highlight a specific skill that relates to the position (e.g., bilingual, computer and technology proficient, certified diesel technician).
• Only highlight specific skills, certifications, or license(s) that indicate you meet (or exceed) the minimum qualifications.
• Only highlight personal traits if they clearly meet the position description (e.g., if a sales position requires an outgoing personality, highlight theater experience and previous sales experience).

Professional Skills
• You may want to list skills with clear "because" statements, demonstrating your mastery of a skill because of your volunteer work, internship, previous employment, or similar accomplishment.

Sales
You may also want to use a key skill as the focal point (e.g., sales) and include a series of brief statements that demonstrate range or depth of experience in that skill:
• Fundraising for your youth group (name of organization, date)
• Customer service call experience
• Voter recruitment initiative participation
• Census bureau work

Skill 2

Employment History
You may not need this category if you covered it in the skill summaries above.

Education
List earned degrees and incomplete education if applicable:
• Undergraduate Studies, 86 credits, University of State

References
List names of references, their positions, and their contact information or include "references upon request"



Questions?

Dr. Sara Wings
Sara.Winges@unco.edu
970-351-1956



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Cancer
Rehabilitation
Institute

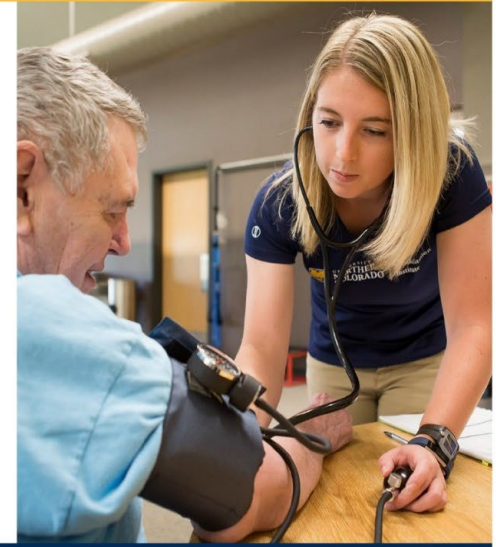
INFORMATION SESSION

**Are you interested in learning more about the
UNC Cancer Rehabilitation Institute and
how to get involved?**

Attend ONE of the informational Sessions to learn how to:

- Apply for an Internship
- Register for a Practicum
- Volunteer in the clinic
- Shadow in the clinic

Questions? Email Mr. Lazio at Michael.Lazio@unco.edu



DATES

**Friday
October 1
3:00 – 4:00 PM
BNCC 1100**



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The class may be cancelled if fewer than 4 students are registered



SIMPLE SPEED COACH

BRING OUT YOUR ATHLETE

**SPORT PERFORMANCE TRAINING
NORTHERN COLORADO**

Paul Aanonson *MS, CSCS, FMS*

Windsor, CO

simplespeedcoach@gmail.com

Phone: 970 561-7008

www.simplespeedcoach.com



NEUABILITY

ADAPTIVE EXERCISE & INTEGRATIVE THERAPIES

Dane Stair, *Adaptive Exercise Specialist*

dane@neuability.org

303-286-0918

<https://neuability.org/>



What does Community & Worksite Wellness Provide?

■ **Classes/Screenings:**

- CPR Certification
- Health Fairs Exhibits
- Blood Work
- Biometrics
- Drug Screenings
- Mask Fits
- Cotinine Screenings
- Health Education Presentations
- Safe Sitter Class
- Cooking Class
- Yoga

■ **Immunizations:**

- Flu Shots
- Tetanus
- TDAP

At North Colorado
Medical Center and
McKee Medical
Center

Northern Colorado Cardiac and Pulmonary Rehab Internship

Casey.Campbell@bannerhealth.com

970-820-4022



West Metro
Fire Rescue

PAID INTERNSHIP



Stipends Range From

\$1,000—\$2,500

Per Semester

WEST METRO FIRE

Headquartered in Lakewood, near Belmar, West Metro Fire Rescue is a full service, all hazard fire and rescue agency. Covering over 130 square miles and serving nearly 280,000 residents, the 17 total fire stations “have a mission to protect lives and property and are committed to doing what it takes to achieve that.”

Who Wants This Internship?

The West Metro Wellness Center has internship opportunities for undergraduate and graduate students interested in: Wellness, Physical Therapy, Nutrition, Athletic Training & Exercise Physiology. The West Metro Fire Rescue internship program is designed to allow interns to gain hands on experience in a wide variety of areas serving ages 10-80 with over 1700 Employees/Family

Internship Program

Description

The daily tasks of a West Metro Wellness Intern include, but are not limited to the following:

- Exercise Prescription
- Physical Therapy
- Work Comp Rehabilitation
- Personal Training
- Olympic Weight Movements
- Athletic/Speed&Agility Training
- GXT/Submax Treadmill Testing
- Body Comp Testing/Analysis
- Nutrition Planning/Coaching
- Stress Mngement / Yoga
- Health/Wellness Marketing
- Cardiac Stress Tests/Scans
- Marketing/Promotions/Present

Contacts

Bob Stratman 303-539-9535
Wellness Director
433 South Allison Parkway
Lakewood, CO 80226
Stratman@westmetrofire.org



Exercise Physiologist Internship Program

Objectives:

- Work one-on-one with patients throughout the rehabilitative process
- Shadow one of our talented physical therapists one-on-one
- Learn and use various modalities to aid in the recovery of patients
- Design, progress, and modify independent rehabilitation/exercise programs
- Help educate our staff on the latest and greatest methods of improving health

Requirements:

- 40 hours per week (can be modified per school requirements)
- 12 weeks (can be modified per school requirements)
- Complete short weekly assignments

What do you get in return?

- Letter of recommendation from one of our PTs
- Hours approved for PTCAS, if applying to PT school
- Potential job opportunity as an Exercise Physiologist
- Networking!

Application Method:

- Email Austin Thompson: AThompson@peakptandwellness.com
- Attach your resume to the email with brief summary of why you are a great candidate
- Brief phone interview





Recruiting for Spring 2022!

- **Adeo** (Greeley CO) <https://www.adeoco.org/>
 - Contact: Kristin Mather - kmather@adeoco.org
- **Balance Health** (Greeley, CO) www.balanceclinics.com
 - Contact: Kyle Taplin - KyleTaplin@balanceclinics.com
970-330-0333
- **Banner Rehab West** (Greeley, CO)
 - Contact: David Younger - David.younger@bannerhealth.com
970-810-5422
- **Banner Wellness** (Loveland, CO)
 - Contact: Roxane Conant - roxane.conant@bannerhealth.com
970-810-2680



Recruiting for Spring 2022!

- **Cardiac Rehab - Rose Medical Center** (Denver, CO)
 - Contact: Geri Schiff - Geri.Schiff@HealthONEcares.com
303-320-2996
- **Colorado Institute of Sports Medicine** (Colorado Springs, CO) <https://www.cismpt.com/>
 - Contact: Beth - CISMrehab@gmail.com; 719-344-9497
- **Fyzical Therapy and Balance Centers Standley Lake** (Westminster, CO)
 - Contact: Mara Lund, PT - mara@apexptco.com; 303 465-0084



Recruiting for Spring 2022!

- **McKee Medical Center - Non-Invasive Cardiology**
(Loveland, CO)
 - Contact: Casey Campbell -
Casey.Campbell@bannerhealth.com
970-820-4022
- **Neuability** (Denver, CO) <https://neuability.org/>
 - Contact: Dane Stair - dane@neuability.org; 303-286-0918
- **NOCO Pediatric OT** (Greeley & Windsor, Timnath Farm)
<http://nocopediatricot.org/>
 - Contact: Ilia Srygley - Ilias@NOCOpediatricOT.com



Recruiting for Spring 2022!

- **Proactive Physical Therapy and Sports Medicine**
(Greeley, CO) <https://www.proactivecolorado.com/>
 - Contact: Darrel Martin/Genilee Molina/Aimee Tran
drmartin@prnpt.com / eaton@prnpt.com; 970-454-2560
- **The PEAK center at Craig Hospital** (Englewood, CO)
 - Contact: Shelby Polonsky - spolonsky@craighospital.org
303-789-8325
<https://craighospital.org/programs/the-peak-center/peak-center-internship-program>
- **UC Health Cardiac Rehab** (Colorado Springs, CO)
 - Contact: Zach Dust - Zachary.dust@uchealth.org; 719-365-5829



Recruiting for Spring 2022!

- **West Metro Fire Department** (Lakewood, CO)
 - Contact: Bob Stratman - Stratman@westmetrofire.org
303-539-9535
- **Duncan YMCA** (Arvada, CO) www.DenverYMCA.org
 - Contact: Cate Plekon - Cplekon@denverymca.org
303-390-0821
- **Northern Arizona University Strength & Conditioning** (Flagstaff, AZ)
 - Contact: Coach Stine Emrick - kristin.emrick@nau.edu
 - See flier - send resume, cover letter, and 3 references in one pdf



Recruiting for Spring 2022!

- **Simple Speed Coach** (Windsor, CO) www.simplespeedcoach.com
 - Contact: Paul Aanonson - simplespeedcoach@gmail.com
970-561-7008
- **YMCA Metro Denver** (Denver, CO) www.denverymca.org
 - Contact: Christina Tricarico - ctricarico@denverymca.org
720-524 2711
- **UNC Volleyball** www.uncbearsvolleyball.com
 - Contact: Lyndsey Oates - Lyndsey.Oates@unco.edu
970-351-1719



Recruiting for Spring 2022!



Arvada, CO

- 16 week internship geared toward hire
 - Partially paid; need personal training cert. by 12th week
 - Email resume & cover letter to: Sydney Heuvelman - sydneyh.coreprogression@gmail.com
- *Dr. Winges can pass on more info – request via email



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Cancer
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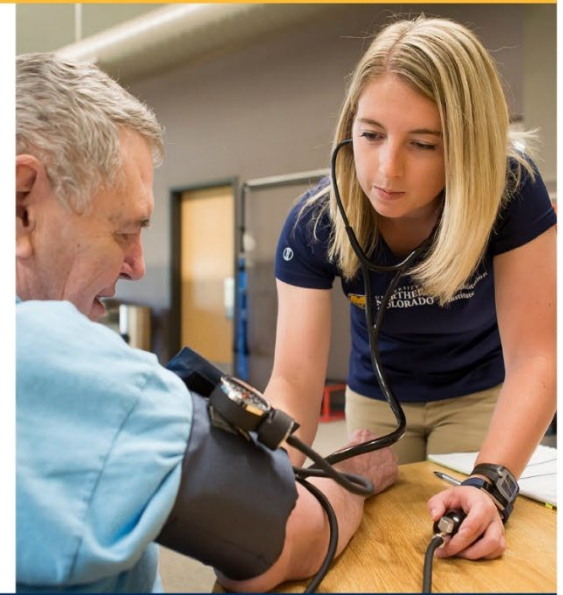
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