



## **Approved Internship Site Form for Interns**

Company Name: Kiawah Island Golf Resort

Company Contact Information:

Name: Kari Bowman

Address: One Sanctuary Beach Drive

Phone: 843.768.2725

E-mail: [kari\\_bowman@kiawahresort.com](mailto:kari_bowman@kiawahresort.com)

Web Address: [www.kiawahresort.com](http://www.kiawahresort.com)

Dates for internship program:

Spring: Feb. 10 – May 31

Summer: May 19 – Sept. 7

Fall: Aug. 11 – Dec. 15

Number of Internships open for each time period:

Spring: 2, Summer: 5, Fall: 1

Pay Range: \$320 per week

Housing Rates: Provided at a bi-weekly rate of approximately \$170

Brief Job Duties:

- Plan and lead youth, teen, & family programs
- Play an integral role at Kamp Kiawah
- Assist with Corporate Group Recreation teambuilding & rentals
- Develop a special project
- Assist with program staff recruitment & scheduling
- Improve overall knowledge of administrative skills and the budgeting process
- Job Shadowing
- Plan holiday and special events
- Assist with the marketing process for current and future programs