

RECREATION, PARKS AND TOURISM

Agency Internship Survey

1. Agency Name _____
2. Department Name _____
3. Address _____
4. Please list other universities which have students in recreation, parks and tourism that are currently affiliated with your agency/department.

5. Is there a specific time of the year that students do their internship in your agency/department?
(check all that apply) Fall Spring Summer
6. How many students does the agency/department usually accept during a semester or a summer?
 1-2 3-4 5 or more
7. Does your agency/department offer a program of services in the following activity areas? (Check those which are applicable.)

<input type="checkbox"/> Arts and Crafts	<input type="checkbox"/> Drama
<input type="checkbox"/> Dance	<input type="checkbox"/> Outdoor (including camping)
<input type="checkbox"/> Music	<input type="checkbox"/> Special Events
<input type="checkbox"/> Games	<input type="checkbox"/> Others _____
<input type="checkbox"/> Sports and Athletics	
8. Does your agency/department offer any special programs or services? Please list.

9. If a therapeutic recreation setting, are your programs directed toward a specific disability group?
(Check those which are applicable.)

<input type="checkbox"/> Physical Disabilities	<input type="checkbox"/> Learning Disabilities
<input type="checkbox"/> Intellectual Disabilities	<input type="checkbox"/> Visual Impairments
<input type="checkbox"/> Emotional Disabilities	<input type="checkbox"/> Hearing Impairments
<input type="checkbox"/> All of the above	
10. Would the student have the opportunity to complete one or more special projects as recommended or required by the
your agency/department? yes no
Radford University? yes no
11. How many staff are in your department? _____

12. Indicate the percentage of student participation in any of the following experiences? (Total should be 100%.)
- | | | |
|--|---|--------------------------------|
| <input type="checkbox"/> Administrative duties | <input type="checkbox"/> Department meetings | <input type="checkbox"/> Other |
| <input type="checkbox"/> Supervisory duties | <input type="checkbox"/> Board meetings | |
| <input type="checkbox"/> Budgeting | <input type="checkbox"/> Programming | |
| <input type="checkbox"/> Committee meetings | <input type="checkbox"/> Diagnostic team meetings | |
| <input type="checkbox"/> Public meetings | <input type="checkbox"/> Treatment team meetings | |
| <input type="checkbox"/> Clerical duties | <input type="checkbox"/> Individual client services | |
| <input type="checkbox"/> Management duties | <input type="checkbox"/> Marketing duties | |
| <input type="checkbox"/> Maintenance | <input type="checkbox"/> Evaluation | |
| <input type="checkbox"/> Group leadership | <input type="checkbox"/> Recreation education | |
| <input type="checkbox"/> Special Projects | <input type="checkbox"/> Planning duties | |
| <input type="checkbox"/> Assessment/Screening | <input type="checkbox"/> Individual Client Treatment Planning | |

13. Does your agency/department have a designated staff member responsible for coordinating student internship experiences? [] yes [] no

Please enter their name and telephone number _____

If a therapeutic recreation setting, please indicate CTRS Qualification Number _____

14. If no to question 13, how is the student's internship coordinated within your agency/department? (explain)

15. Does your agency/department reimburse (financially, housing, travel, etc.) the student in any way for internship?
 yes no If yes, please explain _____

The individual completing this questionnaire is:

Name _____ Title _____

Address _____

Phone # _____ FAX # _____ email _____

Homepage Address _____

Lastly, would you please forward, with this questionnaire, any material you have about the agency/ department for our student internship file. Thank you.

If applicable, name of student requesting this information _____

Please return to: Department of Recreation, Parks and Tourism
 Radford University
 Box 6963
 Radford, VA 24142 Phone: (540) 831-7720 FAX: (540) 831-7719

Homepage: <http://www.radford.edu/~recparks>

(You can update your information through the Recreation, Parks and Tourism homepage.)