



## **Upper Chichester Township, Delaware County, PA Parks, Recreation & Community Services Intern**

*Paid Internship: \$20.00/hour | 30–40 hours/week • June 15–August 14, 2026 • On-site*

### **Community Profile**

Upper Chichester Township is an award-winning municipality in Delaware County with a highly motivated, collaborative workforce and a strong track record of developing talent. The Township's current Finance Director began as an intern here — a testament to the quality of the experience and the investment the Township makes in the people who come through its doors. The Parks, Recreation & Community Services Department is driven by an ambitious vision: Recreation 365, a commitment to offering something for every resident to do in their community every single day of the year.

### **Position Description**

The Parks, Recreation & Community Services Intern will work closely with the department to support several active initiatives simultaneously. Responsibilities include helping onboard residents to the Township's Parks & Recreation registration system, developing a structured sponsorship outreach and tracking program, supporting summer camp operations, contributing to community events, and assisting with a feasibility study for a new Township trail.

This role connects directly to the implementation of the Township's Master PROS Plan and the Recreation 365 initiative — meaning the intern's contributions are part of a larger, community-wide vision for accessible recreation.

### **Primary Deliverables**

1. A resident 'How-To' guide for the Parks & Recreation registration system
2. A structured sponsorship outreach and tracking system
3. Support documentation and contributions to the Township trail feasibility study

### **What You Will Experience**

- Board of Commissioners meetings and public sessions
- Community events and direct public engagement
- Internal staff meetings and cross-departmental collaboration
- Work with outside partners and stakeholders
- Job shadowing across Township departments

### **Preferred Academic Backgrounds**

Government & Law, Business & Organizations, Recreation & Leisure Studies, Communications, Public Health, or related fields. Candidates with an interest in community programming, event planning, parks administration, or public engagement are strongly encouraged to apply.

## Work Schedule and Duration

- Paid Internship: \$20.00/hour | 30–40 hours per week
- June 15 – August 14, 2026
- On-site at Upper Chichester Township offices, 8500 Furey Road, Boothwyn, PA 19061
- Public transit accessible via SEPTA Bus Route 119
- Supervision: Daily check-ins with Director of Parks, Recreation & Community Services Aisha Hynson

## Application Instructions

Apply by **Friday, April 3, 2026** at <https://forms.gle/FT2at6JgLRJ5n5uVA> **or scan the QR code**. Upload your resume and cover letter as a single combined PDF within the form. To be considered for placement, you must also schedule a 15-minute virtual meeting with Nicole Beckett — instructions are included in the application form. Questions? Contact Nicole at [beckettn@lafayette.edu](mailto:beckettn@lafayette.edu).

Applications will be forwarded to Upper Chichester Township for review. Students are encouraged to research the municipality before applying.



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## Important Notices

- Equal Opportunity Employer
- Academic Credit: Students may receive one course of academic credit while being paid (one-time benefit during Lafayette career). See [govlaw.lafayette.edu/program/internships/](http://govlaw.lafayette.edu/program/internships/) for details.
- Pre-Employment: Applicants must comply with Upper Chichester Township's pre-employment requirements, which may include a background check and/or drug screening.