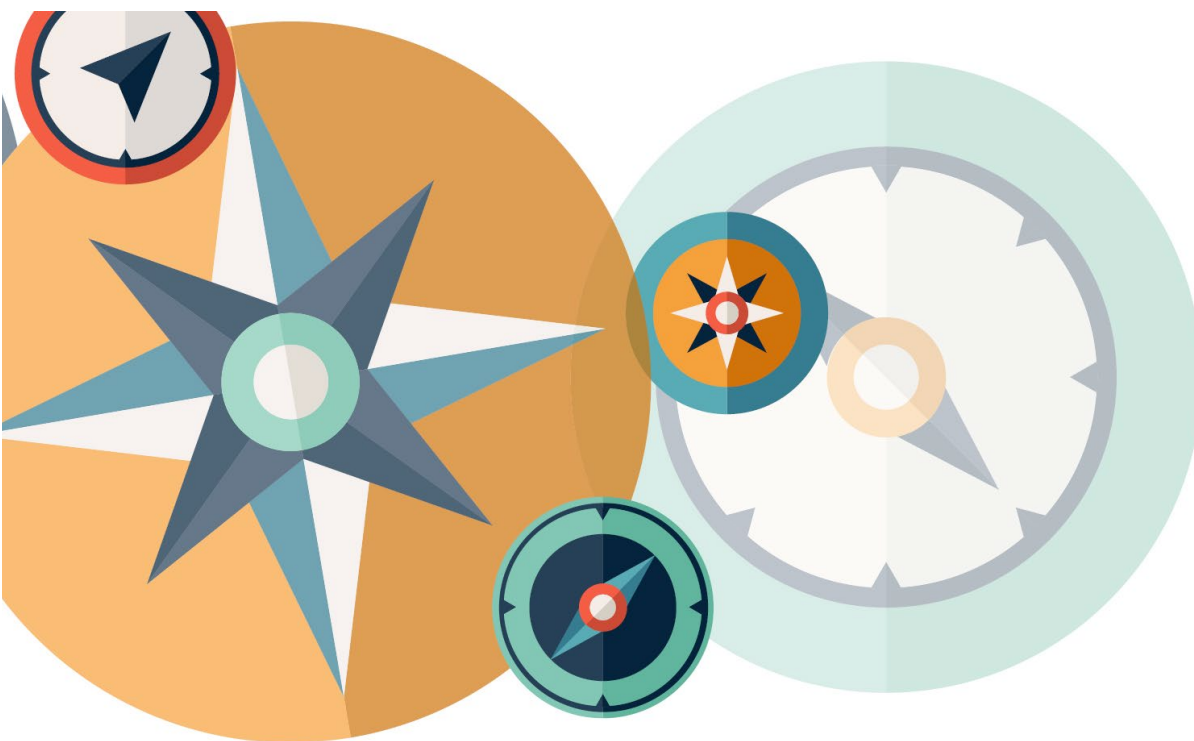


RECREATION STUDIES

Internship Preparation

RECR 2388



STUDENT NAME:

2025-2026

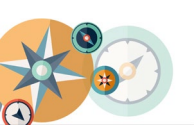
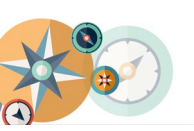


Table of Contents

INTERNSHIP PREPARATION DELIVERABLES CHECKLIST	2
STUDENT COMMITMENTS & RESPONSIBILITIES FOR RECR 2388.....	3
REQUIRED PAPERWORK.....	4
Letter of Acceptance from the Agency	4
Internship Contract with Agency Supervisor	5
Internship Contract With Student.....	6
Student Vision, Mission and Goals	6
Student Job Description.....	8
Address and Schedule Form	9
Internship Calendar.....	12
APPENDICES	14
Sample Letter of Acceptance from the Agency	14
Example of a Completed Mission, Vision and Goals Form.....	15
Example of a Completed Student Job Description	16
Example of a Completed Address and Schedule Form.....	17
Example of a Completed Weekly Internship Calendar	19
Recreation Leadership Diploma Agencies.....	20



INTERNSHIP PREPARATION DELIVERABLES CHECKLIST

*All of the documents listed should be completed in a fillable PDF and uploaded to the appropriate tab in Pebblepad. Please also ensure that your Internship Supervisor of each document and that you save a copy for yourself.

Forms, Documents and Paperwork Required

- | |
|---|
| <input type="checkbox"/> Letter of Acceptance from the Agency |
| <input type="checkbox"/> Internship Contract with Agency Supervisor |
| <input type="checkbox"/> Internship Contract with Student |
| <input type="checkbox"/> Student Mission Statement, Goals & Objectives Form |
| <input type="checkbox"/> Student Job Description |
| <input type="checkbox"/> Address and Schedule Form |
| <input type="checkbox"/> Student-Agency Planning Sheet |
| <input type="checkbox"/> Current Student Resume |

☐ Note: Although it is not required, it is **HIGHLY RECOMMENDED** that prior to the start of Internship, the student takes time to visit the agency again and MEET as many staff/personnel as appropriate. This will allow for a smoother transition to the work environment in January, and allow the student to feel more comfortable.



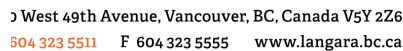
STUDENT COMMITMENTS & RESPONSIBILITIES FOR RECR 2388

The **STUDENT'S** commitments and responsibilities are:

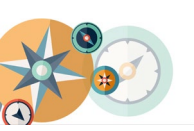
- To successfully complete RECR 2388 (Internship Orientation and Portfolio Development) in the fall term preceding Internship.
- To review the Internship Manual, be familiar with all contents, and raise questions for clarification where necessary to ensure they are very familiar with all of the focus areas, modules and evaluation processes.
- To attend all classes and complete all assignments for RECR 2288.
- To ensure they have a current personal resume available.
- To secure an internship placement and complete the required paperwork prior to the due date outlined in the course outline

Internship Placement Selection Process:

- To research each prospective agency thoroughly; and make a preliminary decision on a minimum of two agencies to interview with. **Review choices with your instructor for approval prior to setting up interviews.**
- To schedule interviews with the selected Agency Supervisors to discuss the possible internship placement. Students should consider which agencies can provide the experiences they are looking for and that aligns with their values. The student should ensure prospective supervisors have access to a copy of the manual in order to fully understand the requirements of internship supervision.
- To contact the Portfolio Instructor (once the student has been offered and accepted an internship placement) to conditionally approve the internship of the student at the agency.
- Once a placement has been confirmed and all paperwork is completed, the student will be given an Internship Manual to pass along to their Agency Supervisor. **Langara College's Contract Insurance and Risk Consultant will work with each Agency Supervisor to review and have a representative sign an Internship Agreement document for their practicum student.** This is the final approval for the internship and noting is formally approved until this step is completed.



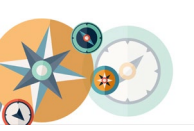
4 | Page



Internship Contract with Agency Supervisor

I, _____ as the Agency Supervisor for _____ (student's name) (the "Student"), do agree to the following terms and conditions with respect to the Recreation Leadership Diploma Program Internship (the "Internship").

1. I will be available from the beginning of January to the last day of the Internship to act as the Agency Supervisor for the Student.
2. I will ensure that the agency's commitments and responsibilities are met before and during Internship.
3. I will ensure that the student is properly evaluated and provided with ongoing feedback.
4. I will assist the student to access all applicable resources and agency personnel as required to complete the weekly focus areas and modules, and have read the relevant sections of the Internship Manual.
5. I will assign the student projects to complete while they are on site at our agency. I will ensure the project(s) will be of benefit to both the student and the agency.



Internship Contract With Student

I, _____ as the student for _____ (name of agency), and _____ (name of Agency Supervisor), do accept the following Terms and Conditions for my Internship, from the beginning of January to the last day of the Internship.

I will, to the best of my ability:

1. Undertake a full-time work schedule full-time hours as defined by the "Agency" (must be minimum of 35 hrs per week) at the agency for this time period, as outlined in the Student Mission Statements, Goals and Objectives Form, and Student Job Description.
2. Undertake to complete all designated and agreed upon duties and tasks as scheduled.
3. Meet weekly with the above Agency Supervisor to discuss assignments, activities, learning experiences, timelines, and seek feedback on my performance and learning.
4. In case of illness, notify my Agency Supervisor as soon as possible.
5. Learn, ask questions, and act ethically and responsibly as a student, such that I carry a positive image of the college, and the agency, above, into the internal agency, and the external community

Student Vision, Mission and Goals

Student:	
Agency Supervisor:	
Agency:	

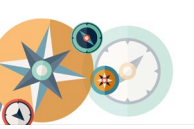
Directions: The Agency Supervisor and Student are to outline mission statements, student goals and objectives to be undertaken during the placement term.

My Vision: Preferred Future. A description of myself one year after Internship. What am I doing?

--

My Mission Statement for Internship: How will my internship help me achieve my vision?

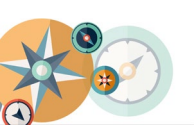
--



My Career Development Goals for Internship:

1. Write 3 specific goals that you would like to accomplish during internship (i.e. find a mentor, increase # of personal contacts in recreation).
2. Underneath each goal, list 3 SMART objectives that will help you reach your goals, (i.e. for the goal “find a personal mentor,” an objective may be to interview 3 potential candidates by end of term).
3. Goals and objectives should be flexible, and may be revised at the beginning of Internship. Be prepared to discuss and formalize your goals and objectives with your Agency and Faculty Supervisor during the first or second week of Internship.

Goal #1:		
Objectives:	1.	
	2.	
	3.	
Goal #2:		
Objectives:	1.	
	2.	
	3.	
Goal #3:		
Objectives:	1.	



Internship Preparation | Fall 2025

	2.	
	3.	

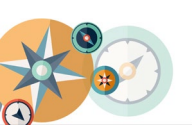
My Personal Development Goals for Internship:

1. Write 3 broad-based, general, non-specific goals that you would like to accomplish during internship (i.e. improve time management skills; learn to manage emotions under stressful conditions).
2. Underneath each, list 3 SMART objectives that will help you reach your goals (i.e. for the goal “manage emotions under stress,” an objective may be to take a meditation course next month and continue to practice daily, or to go for a 30-minute walk every lunch hour).
3. Goals and objectives should be flexible, and may be revised at the beginning of Internship. Be prepared to discuss and formalize your goals and objectives with your Agency and Faculty Supervisor during the first or second week of Internship.

Goal #1:		
Objectives:	1.	
	2.	
	3.	
Goal #2:		
Objectives:	1.	
	2.	
	3.	
Goal #3:		
Objectives:	1.	
	2.	
	3.	

Student Job Description

Student:	
----------	--



Internship Preparation | Fall 2025

Agency Supervisor:	
Agency:	

Directions: The Agency Supervisor and student are to prepare a “job description” outlining internship student responsibilities to be undertaken during the term. Both parties are urged to consult the student's Portfolio Instructor during this process should any questions arise after reviewing the guidelines contained in the Internship Manual and related material distributed by the College.

Job Title:	
------------	--

Primary duties and responsibilities of the position:

1.	
2.	
3.	
4.	
5.	

Primary skills/core competencies anticipated to be required to be successful in the position:

1.	
2.	
3.	
4.	
5.	

Internship Module; please identify the activities that the student will complete if they are known at this time (see internship manual for details on this module):

1. Special Event	
------------------	--

Choose one of 2, 3, or 4:

2. Program Development	
3. Program Leadership	
4. Preventative Maintenance	

Address and Schedule Form

AGENCY SUPERVISOR:	
--------------------	--

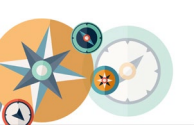


Internship Preparation | Fall 2025

AGENCY: _		
AGENCY ADDRESS:		
EMAIL:		
PHONE:	Work:	
	Cell:	

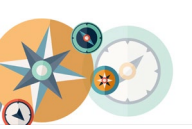
STUDENT:		
ADDRESS:		
EMAIL:		
PHONE:	Work:	
	Cell:	

INTERNSHIP FACULTY SUPERVISOR:		
LANGARA ADDRESS		
EMAIL:		
PHONE:	Work:	
	Cell:	



STUDENT WORK/DUTY SCHEDULE: (list the “typical” schedule for a week, and identify if there is a virtual component required) this is a tentative schedule and is subject to change if agreed upon by both parties

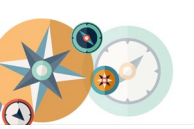
Sunday:	
Monday:	
Tuesday:	
Wednesday:	
Thursday:	
Friday:	
Saturday:	



Internship Calendar

The following calendar outlines important dates, and the topics to be covered by each student in the form of a weekly focus area. *The order of the focus areas is flexible and is determined by the agency and the student, with approval of the Faculty Supervisor.*

WEEK	COMMENCING:	"SUGGESTED" FOCUS AREA	IMPORTANT TO REMEMBER
1	January 5, 2026	<u>Introduction to Internship</u>	<ul style="list-style-type: none"> Seminar 1, Mon January 5th - (mandatory) - 0930-1230 – IN-PERSON
2	January 12	<u>Introduction to Internship</u>	
3	January 19	<u>Human Resources Management</u>	
4	January 26	<u>Program Services</u>	<ul style="list-style-type: none"> January 31st – last day to apply on time for graduation in Spring Semester 2026
5	February 2	<u>Program Services</u>	<ul style="list-style-type: none"> Midterm Performance Reflection (Due Week 6)
6	February 9	<u>Financial Management</u>	<ul style="list-style-type: none"> Seminar 2, Wed February 11th - (mandatory) - 0930-1230 - ONLINE
	February 16	Langara College Spring Break (including Family Day)	<ul style="list-style-type: none"> Students away from their internships
7	February 23	<u>Marketing and Public Relations</u>	
8	March 2	<u>Volunteer Services</u>	
9	March 9	<u>Sponsorship and Partnerships</u>	
10	March 16	<u>Community Development</u>	
11	March 23	<u>Facility Management/ Operations</u>	
12	March 30	<u>Wrap Up</u>	<ul style="list-style-type: none"> Final Performance Reflection (Due Week 13)
13	April 6	<u>Seminars</u>	<ul style="list-style-type: none"> Seminar 3, Wed April 8th (mandatory) - 0930-1230 - ONLINE Seminar 4, Thu April 9th (mandatory) - 0930-1430 – IN-PERSON Seminar 5, Fri April 10th (mandatory) - INTERNSHIP LUNCHEON; 1200–1430 – IN-PERSON

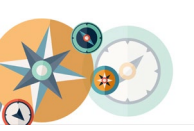


The scope and depth of the student's exposure will, naturally, vary according to the nature of the internship agency and the student's assigned responsibilities. Ongoing consultation with the student, the Agency Supervisor and the Faculty Supervisor is seen to be of major importance in ensuring that the overall student exposure to the areas of focus is one which challenges the student and expands his or her present level of understanding and experience.

Focus Areas: Assignments appear in each of the weekly focus areas. The student and Agency Supervisor should review each focus area and make necessary adaptations specific to the agency, where necessary, to assure maximum learning. **The student should complete each focus area in consultation with the Agency Supervisor and/or appropriate staff person in the agency.**

Modules: Module projects are to be completed in consultation with the student's Agency Supervisor who will be signing off on the completion of the module. The projects should be identified as early as possible and discussed with your Faculty Supervisor if there are questions or concerns about a proposed project.

Date	Signature of Student	Signature of Agency Supervisor



APPENDICES

Sample Letter of Acceptance from the Agency

Learnmuch Community Centre

200 Mentorship Street, Burnaby, BC V4S 2A3 (604) 294-6000 Email: learnmuch@burnaby.ca

November ____, 20__

Erin Wilkins

Portfolio Instructor
Langara College
100 West 49th Avenue
Vancouver, BC V5Y 2Z6

Dear **Erin**:

Subject: **Learnmuch Community Centre Internship – Jane Smith**

On behalf of the **Learnmuch Community Centre (the “Agency”)**, I would like to inform you that we will accept **Jane Smith (the “Student”)** as an internship student as outlined in the Recreation Leadership Diploma Program’s Internship Manual.

The **Agency** understands the responsibilities of the agency, college and students as well as the goals of the internship. We accept the student for the thirteen-week term commencing Wednesday, January 2nd, 2021 and concluding on Friday, April 12th, 2021 with the understanding that she will devote 25 - 30 hours per week to practical work and the remaining 5 - 10 hours to academic work.

The Student will generally be expected to work **9 am to 5 pm, Monday to Friday** except on occasion where curriculum or special events would require **The Student** to perform shift or weekend work.

The Student would begin her placement at the **Agency**, but her projects may also include **Learn-Even-More Education Complex**. The schedule and projects will be organized in a manner that will be the most benefit to the student in completing her weekly focus areas.

As the agency supervisor, I look forward to working with **The Student** during her placement with the **Agency**. I am sure we can provide **The Student** with a valuable learning experience.

The attachments include the internship contracts for myself and **Jane**, student mission statement, goals and objectives form, a student job description, address and schedule form, and student-agency planning sheet, which could vary slightly before the beginning of the internship.

I understand that our Agency will be reviewing and a representative signing an Internship Agreement with Langara College once we are confirmed to host **The Student**.

Please contact me at **604-294-6000** if you have any questions regarding this matter.

Sincerely,

Bill Jones

Program Manager

cc. **Sylvester Hobbes, Felix Garfield, Bob Katt**



Example of a Completed Mission, Vision and Goals Form
Student Mission Statement, Goals and Objectives Form

STUDENT:	Jane Smith
AGENCY SUPERVISOR:	Bill Jones
AGENCY:	LearnMuch Community Centre

Directions: The Agency Supervisor and Student are to outline mission statements, student goals and objectives to be undertaken during the placement term. Both parties are urged to consult the student's Portfolio Instructor during this process should any questions arise after reviewing the guidelines contained in the Internship Manual and related material distributed by the College.

My Mission Statement for Internship: My Vision: Preferred Future. A description of myself one year after Internship. What am I doing?

My vision is to be working or volunteering part-time within a recreation agency next year while taking good care of the wellness of myself and my family.

My Mission Statement for Internship: How will my internship help me achieve my vision?

To have a positive experience, to learn from others, and to be an asset to an agency.

My Career Development Goals for Internship:

1. Write 3 - 4 broad-based, general, non-specific goals that you would like to accomplish during internship (i.e. find a mentor, increase # of personal contacts in outdoor recreation).
2. Underneath each goal, **tentatively** list 3 SMART objectives that will help you reach your goals, (i.e. for the goal "find a personal mentor," an objective may be to interview 3 potential candidates by end of term).
3. Goals and objectives should be flexible, and may be revised at the beginning of Internship. Be prepared to discuss and formalize your goals and objectives with your Agency and Faculty Supervisor during the first or second week of Internship.

Goal #1:	Make new contacts within the field of recreation	
Objectives:	1.	Work closely with at least 3 people by end of term.
	2.	Know at least 5 staff by end of term.
	3.	Work with at least 2 volunteers for my special event.

Goal #2:	Be an asset to the agency	
Objectives:	1.	Decide at weekly meeting my tasks for the week and be sure to fulfill these.
	2.	Use my graphics and/or cartooning skills in at least one project for the agency.
	3.	Use my creativity to design one new program for the agency.

Goal #3:	Assist with a successful special event	
Objectives:	1.	Begin working on special event preparation within 2 nd week of January.
	2.	Schedule an event for early February.
	3.	Begin marketing campaign (posters/Facebook/emails, etc.) 2 weeks in advance of special event.

Goal #4:	Hand in all reports on time	
Objectives:	1.	Schedule all due dates for reports in my calendar.
	2.	Finish reports one day in advance of due dates.
	3.	Keep backup copies of all reports in two places so if something goes wrong, I do not lose my work and can still submit on time.



My Personal Development Goals for Internship:

1. Write 3 specific goals that you would like to accomplish during internship (i.e. improve time management skills, learn to manage emotions under stressful conditions).
2. Underneath each, **tentatively** list 3 SMART objectives that will help you reach your goals (i.e. for the goal “manage emotions under stress,” an objective may be to take a meditation course next month and continue to practice daily, or to go for a 30-minute walk every lunch hour).
3. Goals and objectives should be flexible, and may be revised at the beginning of Internship. Be prepared to discuss and formalize your goals and objectives with your Agency and Faculty Supervisor during the first or second week of Internship.

Goal #1:	Manage my stress levels during internship	
Objectives:	1.	Take at least 2 Sundays off per month to spend with my family.
	2.	Ride my bike 2 times per week.
	3.	Take steps to ensure a good night's sleep on weeknights.

Goal #2:	Eat healthy during internship	
Objectives:	1.	Pack a lunch at least 4 times per week.
	2.	Include 1-2 fruits or veggies with every meal.
	3.	Reduce coffee intake to one coffee per day and drink tea instead.

Goal #3:	Ask for support from others	
Objectives:	1.	Call my mom once per week.
	2.	Ask my boys for at least one extra hug each day.
	3.	Spend 1 hour on Friday evening talking to my husband on how my week went.

Example of a Completed Student Job Description

STUDENT:	Jane Smith
AGENCY SUPERVISOR:	Bill Jones
AGENCY:	LearnMuch Community Centre

Directions: The Agency Supervisor and student are to prepare a “job description” outlining internship student responsibilities to be undertaken during the term. Both parties are urged to consult the student’s Portfolio Instructor during this process should any questions arise after reviewing the guidelines contained in the Internship Manual and related material distributed by the College.

Job Title:	Intern Recreation Developer
-------------------	-----------------------------

Primary duties and responsibilities of the position:

1.	To learn the job responsibilities of all positions in the community centre.
2.	To do a marketing project with the website.
3.	To do a special event.
4.	To work on a program area and do a cycle from creation to evaluation.
5.	To research human resource policies and learn processes of coaching through to discipline.

Primary skills/core competencies anticipated to be required to be successful in the position:



1.	Written and verbal communication skills
2.	Time management
3.	Analytical abilities
4.	Organizational skills
5.	Budgeting skills
6.	Problem solving skills
7.	Creativity
8.	Marketing skills

Internship Module activities identified that will be able to be completed in association with this Job Description (Please see pages 43 to 48 of the Internship Manual for details on these modules):

1. Special Event	Spring Break Kick-Off – March 9, 2011 create event and budget and present to the program committee and board for resources.
------------------	---

Choose one of 2, 3, or 4:

2. Program Development	Locate a local need in the community and develop a program pulling together resources, setting up and executing a marketing plan, registration system, implementing the program and evaluating it.
3. Program Leadership	
4. Preventative Maintenance	

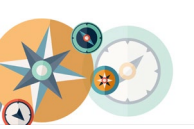
Student:	Jane Smith	Date:	Nov 1, 2021
Agency Supervisor:	Bill Jones	Date:	Nov 1, 2021

Example of a Completed Address and Schedule Form

AGENCY SUPERVISOR:	Bill Jones
AGENCY:	Learnmuch Community Centre
AGENCY ADDRESS:	200 Mentorship Street Burnaby, BC V4S 2A3
EMAIL:	bjones@burnaby.ca
PHONE:	Work: (604) 294-6000 Cell: (778) 294-6000

STUDENT:	Jane Smith
ADDRESS:	123 Learn Street Vancouver, BC V5Z 2B7
EMAIL:	jsmith@hotmail.com
PHONE:	Work: (604) 529-6000 Cell: (778) 529-6000

INTERNSHIP FACULTY SUPERVISOR:	
AGENCY ADDRESS:	Note to students: Please leave this section blank for faculty to fill in.
EMAIL:	
PHONE:	Work: Home:



STUDENT WORK/DUTY SCHEDULE: (list the “typical” schedule for a week, subject to change)

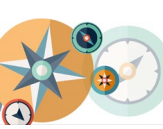
Sunday:	Off
Monday:	9 am to 5 pm
Tuesday:	9 am to 5 pm
Wednesday:	9 am to 5 pm
Thursday:	9 am to 5 pm
Friday:	9 am to 5 pm
Saturday:	Off



Example of a Completed Weekly Internship Calendar

The following is a 13-week outline, highlighting all the important dates for assignments, holidays, college-related seminars, etc.

WEEK	COMMENCING:	"SUGGESTED" FOCUS AREA	IMPORTANT TO REMEMBER
1	January 5, 2026	<u>Introduction to Internship</u>	<ul style="list-style-type: none"> Seminar 1, Mon January 5th - (mandatory) - 0930-1230 – IN-PERSON
2	January 12	<u>Introduction to Internship</u>	
3	January 19	<u>Human Resources Management</u>	
4	January 26	<u>Program Services</u>	<ul style="list-style-type: none"> January 31st – last day to apply on time for graduation in Spring Semester 2026
5	February 2	<u>Program Services</u>	<ul style="list-style-type: none"> Midterm Performance Reflection (Due Week 6)
6	February 9	<u>Financial Management</u>	<ul style="list-style-type: none"> Seminar 2, Wed February 11th - (mandatory) - 0930-1230 - ONLINE
	February 16	Langara College Spring Break (including Family Day)	<ul style="list-style-type: none"> Students away from their internships
7	February 23	<u>Marketing and Public Relations</u>	
8	March 2	<u>Volunteer Services</u>	
9	March 9	<u>Sponsorship and Partnerships</u>	
10	March 16	<u>Community Development</u>	
11	March 23	<u>Facility Management/ Operations</u>	
12	March 30	<u>Wrap Up</u>	<ul style="list-style-type: none"> Final Performance Reflection (Due Week 13)
13	April 6	<u>Seminars</u>	<ul style="list-style-type: none"> Seminar 3, Wed April 8th (mandatory) - 0930-1230 - ONLINE Seminar 4, Thu April 9th (mandatory) - 0930-1430 – IN-PERSON Seminar 5, Fri April 10th (mandatory) - INTERNSHIP LUNCHEON; 1200–1430 – IN-PERSON



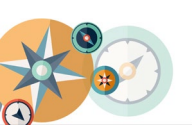
Recreation Leadership Diploma Agencies

Please note that the contact person at the listed agencies, especially those listings that are more than 2 years old, may have changed since this appendix was updated.

YEAR	AGENCY TYPE	AGENCY NAME	AGENCY SUPERVISOR	STUDENT
2025	Municipal	City of Richmond	Scott Schroeder	Matthew Adams (RP)
	Municipal	City of New Westminster	Ryan Weber	Ezekiel Zraly
	Municipal	City of New Westminster	Ryan Weber	Serena Chan
	Municipal	City of Surrey	Rajdeep Dhani	Aly Salayo
	Municipal	City of Surrey	Melissa Collins	Rashidat Anjorin
	Societies/Not for Profit Agencies	BCRPA	Paula Becerra	Timothy Ly
	Municipal	City of Port Moody	Val Tepes	Andrew Hession (RP)
	Societies/Not for Profit Agencies	Burnaby Neighbourhood House	Janice Ho	Eunice Pasquier
	Municipal	City of Burnaby	Teri Keller	Gary Dong
	Municipal	City of Burnaby	Michaela Graham-Radford	William Liu
	Societies/Not for Profit Agencies	Burnaby Neighbourhood House	Janice Ho	Marina Ho
	Municipal	City of Burnaby	Kristine Lewis	Linden Redekop
	Municipal	City of Coquitlam	Chris Cordova	Andrea Bayot
	Municipal	City of Vancouver	Randy Chan	Sarah Batin
		Squash BC	Josh Heuving	Arnold Acosta
	Societies/Not for Profit Agencies	Jewish Community Centre	Kyle Berger	Simona Volpov
	Societies/Not for Profit Agencies	Pacific Riding for Developing Abilities	Maggie Vilvang	Jaiden Schmelzel-Baker
	Societies/Not for Profit Agencies	Pacific Riding for Developing Abilities	Maggie Vilvang	Jessica Teager
	Societies/Not for Profit Agencies	South Granville Seniors Centre	Danna Garcia Wiguera	Carys Jensen
	Commercial	UBC Aquatics Centre	Adrian Greszata	Quintin Tang
	Municipal	City of Vancouver	Kari Ward	Sonia You
2024	Commercial	UBC Aquatics Centre	Adrian Greszata / Christina Kouvousis	Justin Prevost
	Commercial	BC Rugby	Noah Pryce-Baff	Zoe Lo
	Municipal	Richmond Arts Centre	Todd Evanger / Camyar Chaichian	Natasha Lutz
	Municipal	Britannia Community Centre	Tom Higashio	Vania Garcia Pineda
	Societies/Not for Profit Agencies	Jewish Community Centre	Kyle Berger	Brandon Nguyen
	Municipal	Newton Recreation Centre	Michelle Anderson	Emma King
	Municipal	City of Burnaby	Teri Keller / Lori Galle	Kelvin Chung
	Municipal	Thompson Community Centre	Ethan Haldeman	Patricia Buyser
	Municipal	City of Burnaby / Confederation Community Centre	Teri Keller / Mikaela Graham-Radford	Francis Chu



YEAR	AGENCY TYPE	AGENCY NAME	AGENCY SUPERVISOR	STUDENT
2023	Commercial	Grouse Mountain Tye Ski Club	Andrea Adorno	Tamara Schaupp
	Commercial	Quest	Kristie Lummack	Abby Ukich
	Societies/Not for Profit Agencies	Playwrites Theatre	Heidy Taylor	Alyssa Formosa
	Societies/Not for Profit Agencies	BCRPA	Jewel Dimayuga	Paula Parman
	Municipal	Dunbar Community Centre	Brittany Walsh	Filjohn Igoogan
	Commercial	Squash BC	Colin Latchford	Jake Kwasnicki
	Municipal	Roundhouse Community Arts & Rec Centre	Jeremy Quan	Jennifer Bolcsfoldi
	Municipal	Trout Lake Community Centre	Maggie Vasicek	Aaron Chiang
	Societies/Not for Profit Agencies	Jewish Community Centre	Kyle Berger	Yusuf Jetha
	Municipal	North Vancouver Recreation	Suzanne Schmidt	Coleman Louie
	Societies/Not for Profit Agencies	South Granville Seniors Centre	Danna Garcia	Vicky Monroy
	Municipal	Killarney Community Centre	Michelle Stebnicki	Vivian Qui Liang
	Municipal	Britannia Community Centre	Tom Higashio	Amy Wong
	Municipal	Steveston Community Centre	Steve Baker	Michael Patrick
	Societies/Not for Profit Agencies	Tsleil-Waituth Nation	Andrea Aleck	Michael Wilson
	Municipal	City of Coquitlam	Jamie Ayson-Banico	Meg Super
	Municipal	Surrey Guildford Community Centre	Mikayla Francis	Gabriel Garcia
	Municipal	New Westminster	Linda Finch	Jenna Speers
	Municipal	City of Coquitlam	Chris Siddaway	Wyatt Corbeil
2022	Societies/Not for Profit Agencies	Basketball BC	Connor Ransport	Luca Djuras
	Societies/Not for Profit Agencies	Squash BC	Colin Latchford	Cade Oliver
	Societies/Not for Profit Agencies	BCRPA	Janet Rerecich	Maya Smith
	Municipal	Ladner Leisure Centre	Laura Grandison	Bryson Stoughton
	Societies/Not for Profit Agencies	Pacific Riding for Developing Abilities	Michelle Ingall	Jessica Hamilton
	Societies/Not for Profit Agencies	The KidSafe Project Society	Diana Barakat	Lawrence Luong
	Municipal	Richmond Arts Centre	Camyar Chaichian	Ellie Wong



YEAR	AGENCY TYPE	AGENCY NAME	AGENCY SUPERVISOR	STUDENT
2021	Societies/Not for Profit Agencies	Foolish Operations	Julie Lebel	Indigo Grant
	Societies/Not for Profit Agencies	Basketball BC	Connor Ransport	Jennifer Le
	Societies/Not for Profit Agencies	Red Cross Society	Jeannene Crosby	Samson Lee
	Commercial	UBC Aquatics	Adrian Greszata	Isabella Metcalfe
	Municipal	City of Burnaby Bonsor	Terry Keller	Matthew Morin
	Societies/Not for Profit Agencies	YMCA	Alex Ngai	Meghan Rooney-Clegg
	Municipal	City of Burnaby- Edmonds	Sonia Sahota	Howie Snyder
2020	Municipal	City of Surrey - Grandview Heights Aquatics Centre	Connie Hawke	Karina Tung
	Municipal	Ladner Leisure Centre	Laura Grandison	Karlee Grant
	Municipal	Vancouver Parks Boards	Jennifer Taylor	Hana Hekal
	Municipal	Sunset Community Centre	Mawi Bagon	Jeffrey Legaspi
	Municipal	Bonsor Community Centre	Terry Keller	Alexandra Pastega
	Municipal	Cloverdale Recreation Centre	Sandon Fraser	Kaitlin Morgan
	Municipal	Britannia Community Centre	Tom Hagashi	Ben Caviglia
2019	Municipal	City of Vancouver - False Creek Community Centre	Chapman Ng	Tara Morin
	Municipal	City of Vancouver - Sunset Community Centre	Mawi Bagon	Jackson Key
	Municipal	City of Vancouver - Templeton Community Centre	Shannon Antunes	Dave Leach
	Municipal	City of Burnaby - Bonsor Community Centre	Teri Sabot	Hannah Glavin
	Municipal	City of Vancouver – Britannia Community Centre	Tom Higashio	Amy Vieira