



Internship Application

Bellin Health offers a unique opportunity for students studying Kinesiology, Exercise Science, Health Science, or other related fields. Through our facilities and partnerships with local high schools we are able to provide a dynamic learning environment including Bellin Health Strength and Conditioning, Bellin Fitness, and Tiletown Orthopedics & Sports Medicine. If you are interested in pursuing a career in fitness, health promotion, or strength and conditioning, Bellin is the right place for your learning experience. Please read through the following pages to learn more about our internship process and what Bellin has to offer and then then supply the requested documents to:

Jason Infusino / Tiletown Sports Medicine & Orthopedics
1970 S Ridge rd. / Green Bay, WI 54304
Email: Jason.Infusino@bellin.org
Phone: (920)-884-1342

Intern Department Descriptions



Titletown Sports Medicine & Orthopedics

Bellin Health provides **Strength & Conditioning** Coaches to nine regional High Schools. These Coaches are responsible for Strength &

Conditioning services approximately 20 hours per week during the school year for all Athletic Programs. This results in a very active and dynamic after school schedule which includes a variety of sports teams and training modalities. Our Strength & Conditioning Coaches work in close collaboration with their sport coaches and athletic directors throughout the school year and provide sport specific in-season, off-season, and general training programs. During the summer, strength & conditioning programming is provided to all high school athletes and in some cases middle school athletes. In addition to weight room centered strength program design and implementation, our coaches' conduct and monitor athlete performance testing, develop speed, agility, flexibility, and plyometric training, and teach proper movement mechanics for injury prevention. If you are pursuing a career in strength & conditioning and are driven to work with large groups of athletes in a fast paced environment, this is a great opportunity for you!



Titletown Sports Medicine & Orthopedics

Bellin Health's Titletown Sports Medicine & Orthopedics Performance Lab utilizes some of the most advanced biomechanical assessment

technology in the country to improve their clients' performance and reduce the likelihood of injury. SIMI motion capture systems, wireless EMGs, Biodex, and an HP Cosmos Treadmill with Zebris Technology are all tools used at the Performance Lab. High speed videos are analyzed to identify inefficiencies in full speed athletic movements. Our Athletic Performance experts design strength, speed, power, and agility programs which address these inefficiencies, and increase the performance of their clients. Titletown Sports Medicine and Orthopedics offers an array of different assessment options including running, throwing, cycling, hitting, and gymnastics. They also offer many different ways to train, which include personal training, technology training, sport skill, nutrition, personalized program development, and team training. If the biomechanical assessment of athletes interests you, Titletown Sports Medicine & Orthopedics will be a great opportunity for you!



Bellin Fitness provides Wellness Services at three clinical locations Fitness in Northeastern Wisconsin, Ashwaubenon Family Medical and Wellness Center, Bellevue Family Medical and Wellness Center,

and the Bond Community Health Center in Oconto. All three of these locations are open to the public, and fully integrated into the Medical system which gives our members, clients, and staff full access to physicians, therapists, nurses, clinicians, and more. Our staff includes Personal Trainers, Athletic Trainers, Membership Specialists, Customer Service Representatives, and Childcare Staff who function in a multitude of different roles. Our goal as the premiere fitness organization in the Green Bay area is to assist all we come in contact with "Finding their Fit." Whether that means coaching someone through weight loss or movement goals, connecting someone to new and exciting group fitness classes, helping someone physically progress after orthopedic surgery and therapy, or any number fitness or wellness situations that present. There really is no limit to the way you can impact an individual's health and well-being as a member of the Bellin Fitness team. If you're looking for an opportunity to improve the health of a population that includes people of all walks of life with many different health statuses, then Bellin Fitness is the place for you. We offer individuals of strong character, great work ethic, and high customer service skills the opportunity to intern as Personal Trainers, or Membership Promotion and Administrative Specialists, or a combination of the two roles. If you are interested in either, we'd love to hear from you.

Internship Application Timeline

Internship Application Dates:

Fall Semester Internship:

It is preferred that applications are received by the last week of July

Spring Semester Internship:

It is preferred that applications are received by the last week of November

Summer Semester Internships:

It is preferred that applications are received by the last week of April

Internship Application Process

1. Student contacts Bellin Health
2. Bellin Health will send the student the Internship Application
 - Inform student to send the following items with application
 - a. Cover letter
 - b. Resume
 - c. Copy of background check results
3. Student will provide Bellin Health with all of the requested information and also designate which department he or she would like to intern under.
3. Upon receipt of completed application, cover letter, resume, and background check results; Bellin Fitness Internship Program will review this information, place the candidate with the appropriate department, and have the department lead schedule a phone interview with the candidate.

After reviewing application and performing interviews:

If Accepted...

4. The Lead from the Department Program will confirm:
 - Start date
 - Hours
 - Length of internship
 - Details of internship duties

If Denied...

5. A letter of denial will be sent from the Lead of the Department.

Academic Expectations

In order to be considered for any of the above internships a student must:

- Be pursuing a bachelor's degree in exercise science, kinesiology, health promotion, or related field.
- Have an interest in pursuing a career in Personal Training, Strength and Conditioning, or related field.

Student Expectations

To achieve mutual benefits for both the student intern and the Bellin Health Internship Program, the following expectation has been established. This need not be in addition to requirements from the university, and may satisfy both institutions.

Developmental Project

Project may be organizational, informational, or promotional and is to be coordinated from start to finish by the intern with appropriate assistance from staff. At the conclusion, final summary will be reported to the applicable staff.

Examples: Training logs, needs assessments, research projects, surveys, evaluation, event promotion, sport training binders, policies and procedures manual updates, presentations to staff, etc.

* This is a minimal expectation. Anything additional (based on student intern interest) is encouraged.

Internship Application

Please check one: Summer Fall Spring Winter Year _____

Please check one: Bellin Fitness Strength and Conditioning Bellin Health Tiletown

Name: *(First, Middle Initial and Last)* _____

Address: _____

City/State/Zip: _____ Phone: () _____

College or University: _____ Year in school: _____

Major: _____ Minor: _____

Program Director: _____

Flexible schedule? Yes No

Skills, Experience, Certifications:

1. _____

2. _____

3. _____

Do you have any special considerations? (i.e., part-time job, lack of transportation, etc.)

Plans after Graduation:

Work Place: _____

Continuing Education: _____

Other (please specify): _____

What is your ideal job setting? _____

Please send completed Internship Application along with a Cover Letter, and Resume via mail, fax, or email to:

Jason Infusino / Tiletown Sports Medicine & Orthopedics

1970 S Ridge rd. / Green Bay, WI 54304

Email: Jason.Infusino@bellin.org

Phone: (920) 884-1342

Applications will not be considered until all requested documents are received from the student.

Emergency Contact Form

Primary Emergency Contact:

Name: _____

Relation: _____

Phone: _____ Cell: _____

Secondary Emergency Contact:

Name: _____

Relation: _____

Phone: _____ Cell: _____

Professional Behavior

1. Demonstrate appropriate self-confidence
2. Maintain, in confidence, information regarding members, students, and patient's medical condition and personal life.
3. Demonstrate ability to use free time effectively.
4. Demonstrate ability to accept responsibility.
5. Demonstrate desire to continue learning.

Professional Conduct:

You will be exposed to business discussed concerning members, patients, students, staff, and the department, which must not be discussed with or in front of a member, patient, or other personnel or persons outside of the department. It is important to maintain a professional attitude, as well as a comfortable, relaxed and fun atmosphere in the department, for the athletes and patients to enjoy this and look forward to the time spent with the sports medicine staff. Intern must follow Bellin Code of Conduct in attitude and appearance. Failure to comply with policies will result in immediate disciplinary action and a non-compliance report to the university's intern supervisor.

Checklist

ITEM	REQUIRED	BELLIN RESPONSIBILITY	INTERN RESPONSIBILITY	DATE	INITIALS
Application	X		X		
Resume	X		X		
Cover letter	X		X		
Internship manual from School	X		X		
Signed Contract	X	X	X		
On-Site Instructor established	X	X			
Background Check	X		X		
Emergency Contact Form	X		X		

Dress Code

Procedure

Interns will follow the dress code of their respective departments. Please discuss appropriate attire choices with your department lead.

GENERAL GUIDELINES FOR ALL STAFF:

- Jewelry should be kept to a minimum
- Hairstyles must be neat and well kept
- Make up and perfume or cologne should be used in moderation
- Bras and underpants are required and should not be visible
- Socks or hosiery must be worn at all times
- Shoes should be closed toes and neat and clean and appropriate for the work areas
- It is the responsibility of the employee to be free of body odor and cigarette smoke odor
- Artificial acrylic fingernails or extender will not be allowed for any staff with direct patient contact
- Green Bay Packer or professional football team attire may be worn on days of Green Bay Packer home games or home weekend games. The attire is limited to polo shirts, sweaters, dress shirts, or turtlenecks