



236 Walnut Avenue
Lakeside, OH 43440
internships@lakesideohio.com
www.lakesideohio.com
www.facebook.com/LakesideOhio
www.twitter.com/LakesideOH

2012 Lakeside Leadership Academy (Internship)

WHAT IS LAKESIDE?

Lakeside is a family vacation destination that provides personal enrichment opportunities to nurture mind, body and spirit. Conveniently located 20 minutes west of Cedar Point on the Marblehead Peninsula, Lakeside offers a summer programming season. With daily concerts, special events, educational seminars, recreational opportunities, Victorian cottages, two hotels, shops, restaurants and an historic movie theater, Lakeside remains a summer retreat for generations of families.

WHY SHOULD I APPLY?

The Lakeside Leadership Academy internship program offers opportunities to build a solid skill base from which to launch any successful career. During the summer, earn income while having fun in the sun, meeting worldwide travelers, developing new friendships and networking connections, and discovering your potential. This unique experience is unparalleled with excitement, variety, challenge and long-lasting growth. On your days off, visit nearby Cedar Point, Put-in-Bay, Kelleys Island, the Marblehead Lighthouse and other local attractions.

2012 INTERNSHIPS:

- Advancement/Fundraising
- Arts/Entertainment Management
- Educational Programming
- Group Sales/Events
- Hospitality Management
- Journalism/Marketing
- Journalism/Newspaper Editor
- Operations
- Youth Education/Music (*filled with returning intern*)

INCENTIVES:

Lakeside offers a competitive internship compensation package, which includes a seasonal stipend, housing, season gate pass for Chautauqua programming, as well as career networking opportunities.

ELIGIBILITY:

The ideal candidate is enrolled in a college/university; at minimum, a second-year undergraduate student. Graduate students and recent college graduates are also accepted. Applicants must be available to work days, evenings, weekends and holidays from May 14 to at least Aug. 15.

HOW TO APPLY:

Applicants must submit:

- Cover letter (indicate the top 3 internship positions that interest you)
- Resume
- Minimum of 3 references
- Minimum of 3 writing samples required for Advancement/Fundraising, Educational Programming, Journalism/Marketing, Journalism/Newspaper Editor and Operations positions (i.e. press releases, newspaper articles, newspaper layouts, book reviews/critiques and/or academic papers no more than 2 pages in length)

Only electronic submissions will be accepted, including follow-up. Send materials to internships@lakesideohio.com. In the subject line, indicate the top 3 internship positions that interest you. Priority consideration will be given to applications received by Jan. 3. The final deadline is Feb. 6.



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2012 Hospitality Management Intern

The Hospitality Management Intern participates in all aspects of hotel operations. This individual reports directly to the Director of Hospitality.

ESSENTIAL DUTIES AND RESPONSIBILITIES (PLUS OTHER DUTIES AS ASSIGNED):

- Assist in daily front desk operations at Hotel Lakeside, Fountain Inn and Lakeside Campground
- Train in/be exposed to all facets of Hotel Management, including but not limited to: rate management, scheduling, night audit, housekeeping and procurement
- Assist the Director of Hospitality and Housekeeping Manager with implementation of an updated hotel room inspection program
- Attend weekly Guest Services meetings, carrying forth action items at the discretion of the Director of Hospitality
- Monitor guest feedback while assisting with appropriate responses, be it by mail, phone or face-to-face contact
- Send electronic follow-up surveys to all hotel and campground guests on a weekly basis
- Assist Chief Operating Officer with special events as needed
- Participate in all LLA activities, forums and gatherings throughout the summer
- Make an oral presentation to the Lakeside community regarding summer internship experience

FOR MORE INFORMATION, PLEASE CONTACT:

LLA Coordinator
internships@lakesideohio.com

HOW TO APPLY:

Applicants must submit a cover letter (indicate the top 3 internship positions that interest you), resume and minimum of 3 references.

Only electronic submissions will be accepted, including follow-up. Send materials to internships@lakesideohio.com. In the subject line, indicate the top 3 internship positions that interest you. Priority consideration will be given to applications received by Jan. 3. The final deadline is Feb. 6.