****

**Norseland Nursing Home Therapeutic Recreation**

**Intern Application Process**

Step 1: Complete an internship application based on the following dates:

(**Internship dates are flexible and always subject to change within the 14-16 weeks requirement; Application deadlines will not change.)**

* Fall Internship: September 10 - December 18
	+ Application Deadline May 1
* Spring Internship: January 10 - May 10
	+ Application Deadline October 1
* Summer Internship: May 15 - August 25
	+ Application Deadline February 1

**Applications are available on the Norseland Nursing Home webpage:** <http://www.bsjcorp.com/nursing-homes/norseland-nursing-home/> under the Volunteer Opportunities section at the bottom of the page.

Applications will be accepted via email or postal mail.

Step 2: After application deadlines, interns selected for the interview process will be contacted to set up an interview time.

Step 3: After interview process is completed, applicants selected for the internship will be contacted.

Step 4: Selected interns will be required to pass a drug test and care giver background check.

Step 5: Official internship dates are selected and final contracts signed.

If you have any questions, please contact:

Kelsey Flock, CTRS

323 Black River Rd.

Westby, WI 54667

608-634-3747

kelseyfnnh@mwt.net