



Lake Forest & Lindenhurst
Health & Fitness Centers
of Lake Forest Hospital

Internship Program

For Exercise Science/Kinesiology/Health Promotion

At Lake Forest and Lindenhurst Health and Fitness Centers, we are in the business of changing lives. Research shows that our lifestyle habits influence up to 75% of the medical conditions and illnesses we encounter throughout our lives. We strive to increase physical activity and fitness, improve nutrition, reduce the use of tobacco, improve mental health and prevent or reduce the effects of chronic disease.

The Lake Forest and Lindenhurst Health and Fitness Centers (HFC) Internship program seeks students enrolled in a health-related with a working knowledge of exercise physiology and kinesiology and a desire to provide excellence in customer service.

Students will gain practical experience in program planning and development, fitness assessments, exercise prescription and consultations. Specialized programs include Fitness Management, Program Planning and Marketing, and Clinical/Wellness Programs involving specialized preventative and rehabilitative programs at the fitness centers as well as at Lake Forest Hospital.



Table of Contents

Welcome Letter from the Internship Coordinator.....	3
General Lake Forest Hospital Information and Community Description.....	4
Lake Forest Health and Fitness Center Information	5
Lindenhurst Health and Fitness Center Information.....	6
Internship Program Overview.....	7
Requirements for Internship Program.....	9
Application Process.....	10
Official Application to Program.....	11



Dear Internship Coordinator and Student Intern,

Thank you for your interest in Lake Forest and Lindenhurst Health and Fitness Centers and our comprehensive fitness based internship program. We understand the value of the internship experience within your college education. You have worked hard in your individual classes, learning the material and you are now eager to apply that knowledge to this great industry. It is with great pleasure we welcome you and your enthusiasm to our centers and our program.

Since 1993, we have served students from colleges and universities around the country who are fulfilling the requirements for a Bachelors or Masters Degree program in the health or fitness related field. We continue to offer this comprehensive program for students throughout the year at both our Lake Forest and Lindenhurst facilities.

Lake Forest and Lindenhurst Health and Fitness Centers are a part of Lake Forest Hospital; which since 1993 has helped and continues to help change today's health care delivery system to - tomorrow's prevention-led health care system. As a result, many resources are readily available that will assist students in gaining a clear perspective on the future of our industry and the tremendous growth potential in the years to come.

Students within our program will be guided through practical experiences allowing them to problem solve, develop initiative, communication skills and further expand on their classroom education in kinesiology, physiology, health promotion, etc. Furthermore, should they choose, we offer specialized program tracks in Fitness Management, Clinical and Wellness, as well as Fitness Programming and Marketing. Regardless if a specialized program is chosen or students stay within the general internship program, under the direct leadership of the Fitness Management teams at both facilities, we will provide the necessary skills to succeed in the discipline of their choice.

Enclosed in this packet you will find further information about our company, a detailed description of the program and responsibilities of the student, requirements for application and further contact information. If you are interested in further pursuing an internship with our company, review the application procedure and return promptly to begin the process.

We are confident that the Lake Forest and Lindenhurst Health and Fitness Center Internship Program will meet your needs and expectations. If you have any questions, please call us at (847)535-7042.

Respectfully,

Lindsay Boeke
Staff Education and Development Manager
Lake Forest and Lindenhurst Health and Fitness Centers

www.health-fitnesscenters.com



Lake Forest Hospital Information and Community Description

Mission Statement:

Lake Forest Hospital is committed to providing the communities we serve the highest quality health care through exceptional access to state-of-the-art clinical services with compassionate and personal care.

The Lake Forest Hospital Legacy:

From its beginning in 1899 as the Alice Home Hospital on the campus of Lake Forest College, and continuing since 1942 in its present location on the grounds of the former Dick family farm, Lake Forest Hospital remains on the leading edge of medical technology and is committed to providing quality healthcare with a personal touch.

Over the past 100+ years, and with the generous support of the community, Lake Forest Hospital has grown into a 215-bed not-for-profit community hospital offering an unmatched continuum of healthcare services. In addition to the medical office buildings on its main Lake Forest campus, Lake Forest Hospital offers healthcare services at its Grayslake campus and other convenient area facilities and anticipates continued growth in the future.

Initially governed by the three-member Hospital Association of Lake Forest, leadership has grown to a board of directors with representatives from both the community and the medical staff.

The Lake Forest Hospital Foundation includes:

- Lake Forest Hospital
- Lake Forest and Lindenhurst Health & Fitness Centers
- Dearhaven Child Care & Learning Center
- Westmoreland Nursing Center
- Women's Auxiliary Board of Lake Forest Hospital

The Communities:

Lake Forest and Lindenhurst, Illinois, both northern suburbs of Chicago located in Lake County.



Lake Forest Health and Fitness Center

Vision: We will be known as the best fitness center in America.

Lake Forest Health and Fitness Center, located at 1200 N. Westmoreland Road on the Lake Forest Hospital campus in Lake Forest, Illinois opened in 1994. This medically based facility is one of the premiere fitness centers in the Midwest to offer the perfect combination of professional knowledge, state-of-the-art equipment and the high level of service befitting an exclusive clientele.

The 72,000 square foot facility includes:

- Natatorium consisting of 25 meter lap pool, warm water therapy pool, swimming flume and whirlpool
- Large strength training areas
- Over 100 pieces of cardiovascular equipment
- Indoor running/walking track
- Functional training and personalized program meeting space
- 1-on-1 Pilates Studio
- 3 Group Fitness Studios
- Multiple outdoor walking paths
- Day Spa

Additional amenities offered to members including but not limited to:

- Large locker rooms with full amenities including steam room and sauna
- 3 whirlpools
- Pro-shop
- Point café
- Banquet/Conference Rooms
- Fitkids

Lake Forest Health and Fitness Center proudly offers more than 100 classes a week including a variety of aerobic, stretch, strength, pre/post natal, arthritis, yoga and cycling classes. Additionally, multidisciplinary programs are available for those with cancer, osteoporosis, fibromyalgia, and cardiovascular disease.

The Personal Trainers at Lake Forest Health and Fitness Center hold Bachelors and Masters Degrees in Exercise Science programs as well as hold nationally recognized certifications from one of the following:

- American College of Sports Medicine (ACSM)
- American Council on Exercise (ACE)
- National Academy of Sports Medicine (NASM)
- National Strength and Conditioning Association (NSCA)



Lindenhurst Health and Fitness Center

Vision: Lindenhurst Health and Fitness Center strives to set the standard in an active, family oriented club atmosphere where people are engaged in programs that enable them to meet and make friends while participating in exceptional fitness, recreational and social activities.

Lindenhurst Health and Fitness Center is located at 3098 Falling Waters Boulevard in Lindenhurst, Illinois, just one mile north of Grand Avenue (and located just off of Route 45). Lindenhurst HFC opened up north of the Lake Forest Hospital campus in 2000, offering a vast array of great seminars and classes, programs and classes to help members embrace a healthier lifestyle.

Lindenhurst Health and Fitness Center has a variety of family-featured amenities in addition to innovative programs including:

- 58,500 square foot facility
- Natatorium with 4-lap lane swimming pool, warm water therapy pool and whirlpool
- Large fitness second floor home to state-of-the-art resistance training equipment and free weights
- Over 80 pieces of cardio equipment
- Indoor track
- Gymnasium with open gym times
- 3 Group Exercise studios
- Spa

Additional amenities offered to members including but not limited to:

- Luxurious Locker Rooms with towel service
- Steam room and whirlpool in men's and women's locker rooms
- Pro-shop
- Café
- Banquet/Conference Room
- Fitkids Active Childcare
- ClubFit for kids ages 7 - 13 years

Lindenhurst Health and Fitness Center provides over 70 classes weekly ranging from spinning, yoga, Pilates and kickboxing to waterworks and water fitness. As a family oriented facility where members are engaged in programs, Lindenhurst HFC offers more than most also consisting of youth programs, golf leagues, Play Ball, sports specific training, swimming lessons, and health and wellness "clubs" all year long.

The Personal Trainers and Lindenhurst Health and Fitness Center have their Bachelors or Masters Degree in an Exercise Science or related field and hold a nationally recognized Personal Training certification.



Internship Program Overview

OVERVIEW

The internship program offers challenging opportunities for hands-on experiences, building skills and being a part of a professional collaborative team environment. While several “Educational Tracks” are available based upon the students’ career goals, educational emphasis, and past experience, the comprehensive training includes:

- Fitness assessments
- Exercise prescription
- Personal training
- Group focused exercise leadership
- Fitness incentive program design, implementation & evaluation
- Facility supervision

EDUCATIONAL TRACKS

Specific “Educational Tracks” have been designed towards career goals and allow students a more thorough experience in the designated fields:

- General “Fitness” Track
 - Responsibilities Include:
 - Report to and work directly with the Assistant Fitness Director on daily basis.
 - Observe and shadow Personal Trainers throughout their appointments.
 - Conduct new member services.
 - Familiarize, understand and manage all fitness equipment and inventory.
 - Develop and execute individualized workout plans.
 - Assess blood pressure at rest and during exercise.
 - Maintain a clean, organized and safe working environment for members and staff.
- Fitness Management Track
 - Responsibilities Include:
 - Report to and work directly with Fitness Director on daily basis.
 - Observe and assist administrative procedures, including writing of routine reports, budgets and marketing.
 - Understand organizational structure, observe and assist department heads for all areas of the facility.
 - Assist with the development and maintenance of departmental policies, procedures, payroll and fitness scheduling.



- Attend all management meetings
- Educate members and staff on fitness topics and healthy lifestyles through lectures, workshops, and special events.

- **Clinical/Wellness Track**
 - **Responsibilities Include:**
 - Report to and work directly with Cardiac Rehabilitation and Prevention Manager.
 - Create, implement and evaluate fitness training program for special populations.
 - Monitor heart rate and blood pressure before, during and after exercise.
 - Perform initial and ongoing computerized fitness assessments including cardiovascular, flexibility, and body composition measurements for all clinical programs.
 - Provide fitness, health and wellness education to special participants through lectures, workshops and special events.
 - Assist the Dietitian with nutrition lifestyle logs and monitor participants' medical nutrition therapy.
 - Assist the Wellness Nurse in assessment of risk factors and review of health history.
 - Remain abreast with current cardiac and wellness topics in scientific research journals.

- **Programming/Marketing Track (Lake Forest Location only)**
 - **Responsibilities Include:**
 - Report to Assistant Fitness Director and work directly with Membership Director and Marketing Liaison
 - Create, develop, implement and follow up with seasonal programs, member retention programs as well as monthly workshops.
 - Assist with budget development and maintenance for all programs.
 - Research health and fitness observances and trends to create and plan programs.

SESSIONS

Full time internships are available year round at both Lake Forest and Lindenhurst Health and Fitness Centers. Applications are accepted for Fall Sessions, Spring Sessions, and Summer Sessions on a rolling basis. Fall and spring sessions have a requirement of a minimum of 10 – 12 weeks, 36 hours a week.



REQUIREMENTS FOR INTERNSHIP PROGRAM

DEGREE IN PROGRESS

**2 years completed in a Bachelors Degree program or
Masters Degree**

FIELD OF STUDY

**Biomechanics
Exercise Physiology
Exercise Science
Corporate Fitness/Wellness
Health Promotion
Kinesiology
Physical Education
Sports Management/Sport Administration**

CERTIFICATIONS

CPR / AED – Required

INSURANCE

Proof of \$1,000,000 personal liability insurance covered by university or self-funded



APPLICATION PROCESS

TO APPLY FOR AN INTERNSHIP:

Please submit the following:

- I. Internship Application, (pg. 11)
- II. Facility Application (may be filled out at time of interview at facility)
- III. Resume
- IV. Official Transcript
- V. 2 letters of Recommendation

Unless otherwise noted, interviews will be conducted onsite at one of our facilities.

DEADLINES

To apply for the Internship Program within the certain Semesters, please submit the above paperwork by the respective dates:

- Spring: November 30th
- Summer: April 15th
- Fall: July 30th

For further information, address questions, concerns, etc, contact:

Lindsay Boeke
Staff Development and Education Manager
Lake Forest and Lindenhurst Health and Fitness Centers
1200 N. Westmoreland Road
Lake Forest, Illinois 60045
(847)535-7042
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www.health-fitnesscenters.com



Lake Forest & Lindenhurst
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- Fitness/Sport Management
- Clinical/Wellness
- Programming/Marketing

What do you hope to accomplish within your internship experience? (Feel free to use additional paper for answers).

What career goals have you set for yourself after you graduate from your program? (Feel free to use additional paper for answers).

University Internship Coordinator/Advisor

Phone Number

Signature of Applicant

Date

Signature of Internship Coordinator/Advisor

Date