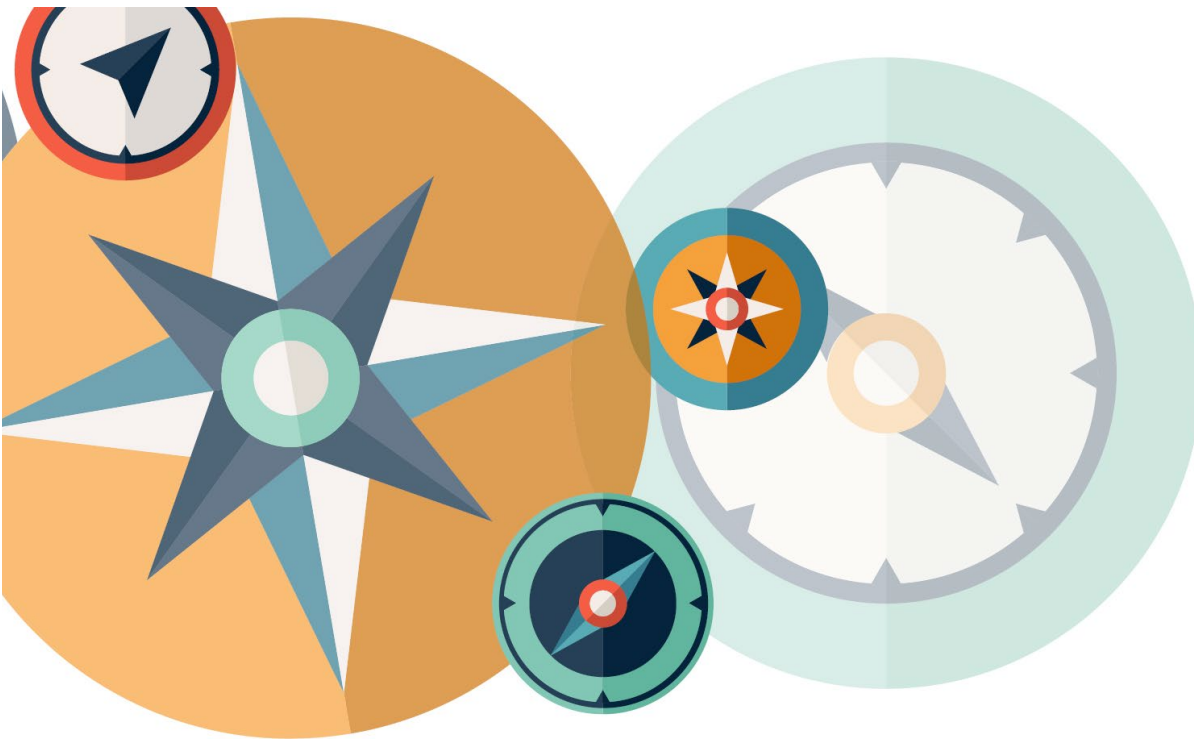


RECREATION STUDIES

Internship Preparation

RECR 2388

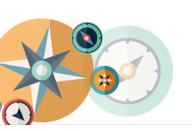


STUDENT NAME:
2024-2025



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INTERNSHIP PREPARATION DELIVERABLES CHECKLIST

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

Forms, Documents and Paperwork Required

- Letter of Acceptance from the Agency
- Internship Contract with Agency Supervisor
- Internship Contract with Student
- Student Mission Statement, Goals & Objectives Form
- Student Job Description
- Address and Schedule Form
- Student-Agency Planning Sheet
- 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:

- a. To successfully complete RECR 2388 (Internship Orientation and Portfolio Development) in the fall term preceding Internship.
- b. 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.
- c. To attend all classes and complete all assignments for RECR 2288.
- d. To ensure they have a current personal resume available.
- e. To secure an internship placement and complete the required paperwork prior to the due date outlined in the course outline

Internship Placement Selection Process:

- a. 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.**
- b. 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.
- c. 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.
- d. 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.**



REQUIRED PAPERWORK

Letter of Acceptance from the Agency

(Name and address of the Agency)

November ____, 20__

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

Dear **Erin**:

Subject: _____ (**Name of Agency**) Internship - _____ (**Name of Student**)

On behalf of the _____ (**Name of Agency**) ('Agency'), I would like to inform you that we will accept _____ (**Name of Student**) ('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 commencing the first week of January, and for the duration of the internship thereafter, with the understanding that the Student will devote - 80% of their weekly hours to practical work and the remaining - 20% of their weekly hours to academic work.

The Student will generally be expected to work _____ (**Day and Times of Typical Weekly Schedule**) except on occasion where curriculum or special events would require the **Student** to perform shift or weekend work.

The Student would begin their placement at the _____ (**Name of Facility**) but their projects may also include _____ (**Name of Alternate Facilities if Applicable**). The schedule and projects will be organized in a manner that will be the most benefit to the student in completing their weekly focus areas.

As the agency supervisor, I look forward to working with **the Student**, during their 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 **the Student**, 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 a Practicum Placement Agreement with Langara College once we are confirmed to host **the Student**. I understand that this agreement is subject to the terms and conditions as set forth by the Practicum Placement Agreement.

Sincerely,

(Name of Agency Supervisor)

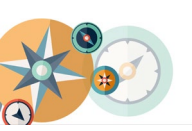
(Title of Agency Supervisor)



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.	



	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:	
----------	--



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:	
---------------------------	--



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 6, 2025	<u>Introduction to Internship</u>	<ul style="list-style-type: none"> Seminar 1, Mon January 6th - (mandatory) - 0930-1230 – IN-PERSON
2	January 13	<u>Introduction to Internship</u>	
3	January 20	<u>Human Resources Management</u>	
4	January 27	<u>Program Services</u>	<ul style="list-style-type: none"> February 1st – last day to apply on time for diplomas for graduation in June
5	February 3	<u>Program Services</u>	<ul style="list-style-type: none"> Mid-term evaluation (Due Week 6)
6	February 10	<u>Financial Management</u>	<ul style="list-style-type: none"> Seminar 2, Wed February 12th - (mandatory) - 0930-1230 - ONLINE
	February 17	Langara College Spring Break (including Family Day)	<ul style="list-style-type: none"> Students away from their internships
7	February 24	<u>Marketing and Public Relations</u>	
8	March 3	<u>Volunteer Services</u>	
9	March 10	<u>Sponsorship and Partnerships</u>	
10	March 17	<u>Community Development</u>	
11	March 24	<u>Facility Management/ Operations</u>	
12	March 31	<u>Wrap Up</u>	<ul style="list-style-type: none"> Final Evaluation (Due Week 13)
13	April 7	<u>Seminars</u>	<ul style="list-style-type: none"> Seminar 3, Wed April 9th (mandatory) - 0930-1230 - ONLINE Seminar 4, Thur April 10th (mandatory) - 0930-1430 – IN-PERSON Seminar 5, Fri April 11th (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
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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.
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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	

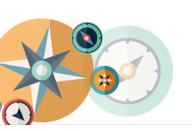
Student:	Jane Smith	Date:	Nov 1, 2021
Agency Supervisor:	Bill Jones	Date:	Nov 1, 2021

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 14-week outline, highlighting all the important dates for assignments, holidays, college-related seminars, etc.

WEEK	COMMENCING:	"SUGGESTED" FOCUS AREA	IMPORTANT TO REMEMBER
1	January 6, 2025	<u>Introduction to Internship</u>	<ul style="list-style-type: none"> Seminar 1, Mon January 6th - (mandatory) - 0930-1230 – IN-PERSON
2	January 13	<u>Introduction to Internship</u>	
3	January 20	<u>Human Resources Management</u>	
4	January 27	<u>Program Services</u>	<ul style="list-style-type: none"> February 1st – last day to apply on time for diplomas for graduation in June
5	February 3	<u>Program Services</u>	<ul style="list-style-type: none"> Mid-term evaluation (Due Week 6)
6	February 10	<u>Financial Management</u>	<ul style="list-style-type: none"> Seminar 2, Wed February 12th - (mandatory) - 0930-1230 - ONLINE
	February 17	Langara College Spring Break (including Family Day)	<ul style="list-style-type: none"> Students away from their internships
7	February 24	<u>Marketing and Public Relations</u>	
8	March 3	<u>Volunteer Services</u>	
9	March 10	<u>Sponsorship and Partnerships</u>	
10	March 17	<u>Community Development</u>	
11	March 24	<u>Facility Management/ Operations</u>	
12	March 31	<u>Wrap Up</u>	<ul style="list-style-type: none"> Final Evaluation (Due Week 13)
13	April 7	<u>Seminars</u>	<ul style="list-style-type: none"> Seminar 3, Wed April 9th (mandatory) - 0930-1230 - ONLINE Seminar 4, Thur April 10th (mandatory) - 0930-1430 – IN-PERSON Seminar 5, Fri April 11th (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
2024	Commercial	UBC Aquatics Centre	Adrian Greszata / Christina Kouvousis	Justin Prevost
2024	Commercial	BC Rugby	Noah Pryce-Baff	Zoe Lo
2024	Municipal	Richmond Arts Centre	Todd Evanger / Camyar Chaichian	Natasha Lutz
2024	Municipal	Britannia Community Centre	Tom Higashio	Vania Garcia Pineda
2024	Societies/Not for Profit Agencies	Jewish Community Centre	Kyle Berger	Brandon Nguyen
2024	Municipal	Newton Recreation Centre	Michelle Anderson	Emma King
2024	Municipal	City of Burnaby	Teri Keller / Lori Galle	Kelvin Chung
2024	Municipal	Thompson Community Centre	Ethan Haldeman	Patricia Buyser
2024	Municipal	City of Burnaby / Confederation Community Centre	Teri Keller / Mikaela Graham-Radford	Francis Chu
2023	Commercial	Grouse Mountain Tyee Ski Club	Andrea Adorno	Tamara Schaupp
2023	Commercial	Quest	Kristie Lummack	Abby Ukich
2023	Societies/Not for Profit Agencies	Playwrites Theatre	Heidy Taylor	Alyssa Formosa
2023	Societies/Not for Profit Agencies	BCRPA	Jewel Dimayuga	Paula Parman
2023	Municipal	Dunbar Community Centre	Brittany Walsh	Filjohn Igoogan
2023	Commercial	Squash BC	Colin Latchford	Jake Kwasnicki
2023	Municipal	Roundhouse Community Arts & Rec Centre	Jeremy Quan	Jennifer Bolcsfoldi
2023	Municipal	Trout Lake Community Centre	Maggie Vasicek	Aaron Chiang
2023	Societies/Not for Profit Agencies	Jewish Community Centre	Kyle Berger	Yusuf Jetha
2023	Municipal	North Vancouver Recreation	Suzanne Schmidt	Coleman Louie
2023	Societies/Not for Profit Agencies	South Granville Seniors Centre	Danna Garcia	Vicky Monroy
2023	Municipal	Killarney Community Centre	Michelle Stebnicki	Vivian Qui Liang
2023	Municipal	Britannia Community Centre	Tom Higashio	Amy Wong
2023	Municipal	Steveston Community Centre	Steve Baker	Michael Patrick
2023	Societies/Not for Profit Agencies	Tsleil-Waituth Nation	Andrea Aleck	Michael Wilson
2023	Municipal	City of Coquitlam	Jamie Ayson-Banico	Meg Super
2023	Municipal	Surrey Guildford Community Centre	Mikayla Francis	Gabriel Garcia



2023	Municipal	New Westminster	Linda Finch	Jenna Speers
2023	Municipal	City of Coquitlam	Chris Siddaway	Wyatt Corbeil
2022	Societies/Not for Profit Agencies	Basketball BC	Connor Ransport	Luca Djuras
2022	Societies/Not for Profit Agencies	Squash BC	Colin Latchford	Cade Oliver
2022	Societies/Not for Profit Agencies	BCRPA	Janet Rerecich	Maya Smith
2022	Municipal	Ladner Leisure Centre	Laura Grandison	Bryson Stoughton
2022	Societies/Not for Profit Agencies	Pacific Riding for Developing Abilities	Michelle Ingall	Jessica Hamilton
2022	Societies/Not for Profit Agencies	The KidSafe Project Society	Diana Barakat	Lawrence Luong
2022	Municipal	Richmond Arts Centre	Camyar Chaichian	Ellie Wong
2021	Societies/Not for Profit Agencies	Foolish Operations	Julie Lebel	Indigo Grant
2021	Societies/Not for Profit Agencies	Basketball BC	Connor Ransport	Jennifer Le
2021	Societies/Not for Profit Agencies	Red Cross Society	Jeannene Crosby	Samson Lee
2021	Commercial	UBC Aquatics	Adrian Greszata	Isabella Metcalfe
2021	Municipal	City of Burnaby Bonsor	Terry Keller	Matthew Morin
2021	Societies/Not for Profit Agencies	YMCA	Alex Ngai	Meghan Rooney-Clegg
2021	Municipal	City of Burnaby- Edmonds	Sonia Sahota	Howie Snyder
2020	Municipal	City of Surrey - Grandview Heights Aquatics Centre	Connie Hawke	Karina Tung
2020	Municipal	Ladner Leisure Centre	Laura Grandison	Karlee Grant
2020	Municipal	Vancouver Parks Boards	Jennifer Taylor	Hana Hekal



2020	Municipal	Sunset Community Centre	Mawi Bagon	Jeffrey Legaspi
2020	Municipal	Bonsor Community Centre	Terry Keller	Alexandra Pastega
2020	Municipal	Cloverdale Recreation Centre	Sandon Fraser	Kaitlin Morgan
2020	Municipal	Britannia Community Centre	Tom Hagashi	Ben Caviglia
2019	Municipal	City of Vancouver - False Creek Community Centre	Chapman Ng	Tara Morin
2019	Municipal	City of Vancouver - Sunset Community Centre	Mawi Bagon	Jackson Key
2019	Municipal	City of Vancouver - Templeton Community Centre	Shannon Antunes	Dave Leach
2019	Municipal	City of Burnaby - Bonsor Community Centre	Teri Sabot	Hannah Glavin
2019	Municipal	City of Vancouver - Britannia Community Centre	Tom Higashio	Amy Vieira
2018	Municipal	South Surrey Recreation Centre	Sue Tomino	Jared Hulme
2018	Municipal	Thompson Community Centre	Darren Asuncion	Renata Turick
2018	Municipal	Vancouver Parks Board	Adam Romanick	Arieta Beckett
2018	Municipal	Newton Recreation Centre	Lana French	Sandip Gill
2018	Municipal	Richmond Arts Centre	Rhoda Okonu-Obineche	Camyar Chaichain
2018	Municipal	Sunset Community Centre	Arnel Santiago	Joe Wong
2018	Municipal	Trout Lake Community Centre	Michele Cole	Eva Srobotnjak
2018	Municipal	West End Community Centre	Sean MacDougall	Darko Kulic
2018	Societies/Not for Profit Agencies	BC Blind Sports	Jane Blaine	Graham Foxcroft
2018	Societies/Not for Profit Agencies	Pacific Riding for Developing Abilities	Megan Knight	Michelle Ingall
2018	Societies/Not for Profit Agencies	Jewish Community Centre	Lisa Cohen Quay	Emily Duncan
2018	Societies/Not for Profit Agencies	Tong Louie YMCA	Cidalia Martin	Alexandra Specogna
2018	Commercial	SFU Recreation	Daniel Josok	Jason Stockley
2018	Commercial	SFU Recreation	Sue Armitage	Mikayla Wong
2018	Commercial	Whitecaps Community Relations	Megan Forsyth	Amy Cornish