



## LU Sports Nutrition Intern/Volunteer Policies and Responsibilities

### Qualities/Characteristics

- Hard working
- Strong communication skills
- Self-Motivated/takes initiative
- Coachable
- Adaptable/Flexible
- Detail-oriented
- Creative/Innovative
- Strong time management skills

### Responsibilities

- Unload/load recovery shakes onto/off of cart
- Restock fridges across campus weight rooms in orderly and efficient manner
- Food preparation following food safety protocols to avoid cross contamination
- PBJs, slicing apples, assembling fuel bags, etc.
- Make recovery shakes following recipes and food safety protocols
- Cleaning and sanitizing fueling station
- Washing utensils and blenders used
- Wiping down counters, cabinets, floors as need
- Meal deliveries from dining hall to various locations on campus
- Data entry
- Administrative tasks as needed (emailing, printing, copying, stapling, etc).
- Evidenced-based research on various nutrition related topics as directed by dietitian
- Utilize Microsoft office to create spread sheets, posters, and others tasks as assigned
- Utilize piktochart (online software) or other software to create appealing and educational nutrition handouts, grocery lists, etc.
- Grocery shopping for fueling station food items
- Assist with body composition testing utilizing InBody 770 technology
- Assist Sports Dietitian with talks/cooking classes/grocery store tours as needed

### Qualifications

- Preferred: Seeking a degree in exercise science, health promotion, sport management or related field; interest in pursuing a career in nutrition or related field; experience working in food service, athletics, and/or fast-paced environment.

## Policies

- Socializing with the student-athletes outside of working hours is not tolerated as professional interactions are expected at all times.
- Interns are expected to work a **minimum of 12 hours** a week.
- Volunteers are expected to work a **minimum of 3 hours** a week.
- Due to the nature of athletics, you may be required to work at early or late times or on weekends. Special exceptions may be made, however you are expected to find a sub to cover your designated shift. We encourage you to treat this internship like a job.
- Bring your computer with you every day - if you do not have one, arrangements may be made.
- Failure follow the above policies will result in disciplinary actions or termination.

## Dress Code

- Any Liberty gear (ie T-shirts long or short-sleeved, workout shorts/pants, etc.)
- Athletic shoes preferred (might be literally running around if need be)
- Khaki or jean pants (no jean shorts or holes in jeans)
- NO tank tops, plunging neckline, tight-fitting shirts, short or tight fitting shorts, flip flops, leggings, or yoga pants

Thank you for your interest in helping to fuel our athletes. If you have any questions please feel free to contact:

**Isaac Hicks III, RDN CSSD, LDN**  
**Director of Sports Nutrition**  
**Athletic Training**

**(434) 582-2100 – Office**

**(434) 582-2076 – Fax**



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