

DLF YOUTH - SUMMER INTERN

Job Description and Expectations

Reports to: Director of Interns, Camp Director

Position Purpose: Interns are the primary caregivers for all campers. Interns will aid and be responsible for planning, teaching, coordinating, and carrying out activities and guiding campers in their personal growth; helping campers develop physically, spiritually, socially and academically.

DLF will:

- Offer intern \$10-\$12 per hour (compensated bi-weekly) for participating in our 8-week internship program from June 3, 2019 to July 26, 2019. This position is full time at 40 hours per week.
- Provide a weekly time for training and discussion on Friday's from 8:00 – 5:00pm. Reading materials will be provided.

Intern will:

- Volunteer and use their God-given abilities during the Power camp.
- Work full time, which is from 8am-5pm Monday-Friday.
- Attend scheduled staff, intern, and supervisory meetings in applicable. Meetings may include open discussions, personal dilemmas, challenges, etc. Intern should approach this time with a learning attitude.

Responsibilities:

Intern may be expected to work in all areas of the camp and or activities of Power Camp. However, general assignments will dictate a significant amount of intern time. Interns will be assigned to a group at the discretion of the intern coordinator. Interns will work hand and hand with Senior Staff and staff within their designated group.

- Provide leadership and guidance for your designated age group of campers.
- Participation in conducting general camp programming for your designated age group of campers.
- Cooperation with the entire staff in working together for the welfare of the camp and campers.
- Maintain a positive working relationship with other staff and or interns assigned to your group.

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Essential functions of job:

- Assist in the direction, supervision, and organization of campers in their camper group within activities and throughout the camp in order to meet the intended camper outcomes.
- Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement and empowerment of youth.
- Assures campers are properly supervised at all times.
- Be aware of and implement safety guidelines.
- Participate in the development and implementation of program activities for campers within the mission and outcomes.
- Responsible for leading or assisting with the teaching of activities.
- Actively participate in all program areas as assigned.
- Provide for a progression of activities within the framework of individual and group interests and abilities.
- Assist in program areas such as physical activities, devotions, all camp activities, and arts and crafts as directed.
- Maintain high standards of health and safety in all activities for campers and staff.
- Provide the daily care of each camper within your supervision including recognition of personal health needs.
- Ensure that campers receive their medications as directed by staff.
- Be alert to campers and overall staff needs and assist them with personal and/or health problems; discuss with camp Senior Staff when appropriate.
- Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to Senior Staff.
- Be a role model to campers and staff in attitude and behavior.
- Follow and uphold all safety and security rules and procedures.
- Set a good example to campers and others in regard to general camp procedures and practices including sanitation, the schedule, and sportsmanship.
- Represent the camp when interacting with parents or community members.
- Provide parents appropriate feedback and information as needed for their campers to have a successful camp experience.
- Follow safety and security protocols when campers are in public while presenting a positive image of the camp.

Other Job Duties:

- Provide supervision for campers while campers are transported to and from camp or during scheduled field trips off of camp property.
- Contribute to verbal and written evaluations and communication as requested.
- Identify other tasks or duties that this position may be expected to perform but are not necessarily the primary focus of this position.

Equipment Used:

Interns may be asked to use specialty program equipment. Some may be asked to drive camp vehicle.

Knowledge, Skills, and Abilities:

- Understanding of the development needs of youth.
- Ability to relate to youth and adults in a positive manner.
- Demonstrated knowledge and skill in program areas designated camp program areas.
- Physical Aspects of the Job:
- Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

Some physical requirements of a general intern position could be endurance including prolonged standing, some bending, stooping, walking long distances, hiking, climbing, and stretching; requires eye-hand coordination and manual skills to manipulate outdoor equipment and camp activities; requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/programs and the ability to lift up to 50 lbs.