



2018 Summer Camp Aide Coordinator Internship Job Description

Job Title: Camp Aide Coordinator for Summer Day Camp

Reports to: Program Manager

Job Description: Implement the camp aide program infrastructure by developing and improving camp aide effectiveness that support lead educators.

Responsibilities:

- Assist with supervising high school students in support of all day camp activities
- Assist in mentoring and coaching high school students in youth development best practices
- Maintain high standards of safety and well-being of program participants and camp aides
- Assist in the maintenance and storage of program equipment, supplies and facilities
- Assist in documentation and evaluation of camp programs including camp aide effectiveness
- Assist with other duties as assigned

Minimum Required Qualifications:

- Two years coursework in the field of education, youth development, environmental sciences, natural sciences, biology, parks and recreation management or related field
- Previous teaching/working with high school and middle school students
- Positive and energetic role model in attitude and behavior
- Excellent judgment, reliability and ability to work independently
- Ability to monitor and model safe work habits
- Ability to work effectively with students in the outdoors, in all types of weather and over uneven terrain
- Ability to work effectively and efficiently with all Blandford Nature Center staff and volunteers
- Excellent communication and interpersonal skills
- Competency in Microsoft Office and Google Suite
- CPR and First Aid certification (or ability to obtain during orientation/training week)

Preferred Qualifications:

- Experience working with students from diverse backgrounds and cultures and ability to model age appropriate youth development techniques
- Experience in outdoor education and/or camp settings.
- Familiarity of risk management

Time Commitment:

- 40 hours per week, 8:45 am-4:15 pm, Monday-Friday. Starts June 4 through August 24 (end date flexible). Mandatory training is June 11-15, 2018.

Compensation:

- This internship includes a \$1000 stipend