Day Camp Internship

Internship Summary:
Day Camp Interns work as a team with Summer Camp Counselors and Therapeutic Recreation Interns to assist in providing a safe and structured environment for campers with varying cognitive and physical abilities (ages 6-30) to achieve goals in socialization, independence, and personal skills while engaging in adaptive recreation and adventure programming.

Location:
The National Ability Center, 1000 Ability Way, Park City, Utah 84060

Supervisor:
Camps & Community Program Manager

Major Tasks and Responsibilities:
- Assist in the supervision of campers for the duration of their attendance in camp (Day Camps – 8 hours a day, 4-5 days a week; Overnight Camps – 24/7 supervision required)
- Role-model and assist Summer Camp Staff in teaching skills in socialization, independence, and personal skills
- Attend and engage in all required training(s)
- Learn to deliver high quality programs and work as a team with Summer Camp Counselors to plan, organize, and implement adaptive recreation activities that are appropriate to the environment and participants’ ages and abilities including counselor choice activities.
- Learn and practice techniques in behavior management, outdoor recreation and adventure programming, and adaptive techniques (training provided)
- Work alongside interns and volunteers and assist Summer Camp Staff in the delegation of Day and Overnight Camp Duties
- Assist in providing excellent customer service through communication with parents, caregivers, staff, interns, and volunteers on a daily basis
- Problem solve unexpected changes
- Operate the fleet of National Ability Center vehicles (15-passenger buses with wheel-chair lift systems) based on skill, ability, and comfort.
- Learn to load, unload, clean, and operate recreational equipment as needed for the program
- Report all accidents, incidents, and disciplinary concerns to the program manager
- Assist Summer Camp Staff in enforcing program policies and safety practices
- Documentation and record keeping (progress notes, daily “report cards”, incident reports, behavior plans etc.)
- Assist Camps Program Manager in Day and Overnight Camps administrative related duties (confirmation letters, finalization of scheduling, family phone calls, goal setting, etc.)

Qualifications:
• Full COVID-19 Vaccination*
• Commitment to a positive, fun, and team-oriented working environment
• Ability to perform in a fast-paced environment
• Working knowledge of National Ability Center policies and procedures (upon training)
• An undergraduate or graduate college student or commiserate professional experience preferred
• Completion of a Utah State background check
• Valid driver’s license preferred
• Basic computer processing skills including MS office required
• Ability to give and receive feedback in a positive manner
• Current CPR and First Aid certification or higher
• Current Food Handlers Permit for the State of Utah
• Available for full camp season including required pre-season training and post-season reviews and debriefs (May – August). Any exceptions may be made by the discretion of the program manager and must be agreed upon prior to start of employment

Hours and Days:
Last week of May through mid-August with 20 to 40 hours per week. Occasional weekend and evening work based on camp schedule.

Benefits:
This is an unpaid internship. Benefits include access to training, rental equipment, appreciation celebrations, and the opportunity to gain meaningful experience in an adaptive recreation setting.

*Notice of Vaccination Policy- In accordance with National Ability Center’s duty to provide and maintain a workplace that is free of known hazards, all employees, volunteers, and interns are required to be fully vaccinated for COVID-19 unless a reasonable accommodation is approved. To protect all staff, volunteers, and participants, it is strongly recommended that participants be fully vaccinated. At this time, it is not required; however, all participants and family members must follow current program COVID-19 procedures and sign the COVID waiver that outlines the risks associated with COVID-19. Our policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention, federal and local health authorities, as applicable and is subject to change. Read Full Vaccination Policy and FAQ.

Intern Signature ________________________ Date

Supervisor Signature ___________________________ Date