

### **Day Camp Internship**

**Internship Summary – Assist in facilitation of outdoor recreation activities and adaptive techniques in a Day Camp setting for children with and without disabilities, ages 6-30.**

**Location - National Ability Center (1000 Ability Way, Park City, Utah 84060)**

**Supervisor – Camps & Family Program Manager**

### **Major Tasks and Responsibilities**

- Learn to deliver high quality programs through the utilization of techniques and expertise in child behavior, outdoor recreation and adaptive techniques (training provided).
- Assist in providing excellent customer service through communication with parents, caregivers, staff and volunteers on a daily basis, including pre and post event communication loops.
- Assist in coaching participants with and without disabilities (ages 4 – 18) through sometimes challenging programs and social environments.
- Attain ability to problem solve any logistical glitches that may come up during Day Camp
- Drive National Ability Center vehicles with participants and/or equipment (based on ability and comfort)
- Attend and engage in all required training.
- Learn to load, unload, clean and operate recreational equipment as needed for the program
- Learn and assist in ensuring that paperwork in regards to attendance, assessments and National Ability Center reporting policies are accurately completed.
- Learn and assist in reporting program and participant successes and concerns to the Camp Supervisor.
- Assist Camp Staff in the supervision and direction of day camp volunteers.
- Assist in set-up of alternative activities and delivery for Day Camp as needed
- Assist Camp & Custom Group Supervisor in daily, weekly and monthly program plans and communication as needed.
- Assist in input of admin duties as needed up to 15 hours per week

### **Qualifications**

- Commitment to a positive, fun and team-oriented working 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.
- Experience with people of all abilities, programming and safety needs



- Ability to give and receive feedback in a positive manner
- Commitment to all responsibilities and expectations

## Discover The Possibilities

T: 435-649-3991  
F: 435-658-3992

[www.discovernac.org](http://www.discovernac.org)  
[info@discovernac.org](mailto:info@discovernac.org)

1000 Ability Way  
Park City, Utah 84060

- Current Food Handlers Permit for the State of Utah
- Hours and Days – 40 + Hours Training will be scheduled the last week of May/first week of June. Program hours to be completed first week of June - August. Mon-Fri 20 – 40 hrs/wk – requirement for internship. (5 – 15 hours each week will be spent on administrative duties)

### 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.

Intern Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

