



YMCA of Reading and Berks County

Job Posting

Title: **Intern, Summer Camp**

Req #: 16-906

Location: Adamstown YMCA

Status: Part Time. 30 hours per week Monday to Friday. May to August.

POSITION SUMMARY:

Under the supervision of the Program Lead, staff person attends to all operations, programs, and administrations pertaining to or directly related to Summer Adventure Camp in addition to assisting the Program Lead with the overall operations of camp. This is an unpaid internship.

ESSENTIAL FUNCTIONS:

- Learn the management of YMCA Summer Adventure Camp.
- Coordinate hours and needs of the Program Lead
- Effectively supervises groups of children.
- Plans and implements program activities that are culturally relevant, developmentally appropriate and consistent with YMCA values.
- Adheres to program standards including safety and cleanliness standards.
- Attends staff meetings and trainings.
- Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergencies.
- Maintains positive relations with parents and other staff. Models relationship-building skills (including Listen First) in all interactions.
- Assist Program Lead in Camp Operations where necessary.
- Have knowledge of all YMCA programs and ability to adequately interpret the YMCA and its mission to communities served.

QUALIFICATIONS:

- Criminal History & Child Abuse Checks
- Administrative & Supervisory Skills
- Display Marketing & Social Skills
- Three Hours of Risk Management Training
- Learn how to manage programs, personnel, & schedules

To apply for this position, please send your resume to: careers@ymca-berkscounty.org and indicate the job title AND Req # of the position in the subject line of the email.

For more information about the Reading and Berks County YMCA please visit our website!
www.ymca-berkscounty.org

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