



## **Summer Camp Intern Educator**

Compensation: \$16.50 an hour  
Time commitment: up to 101 hours **late June – Mid July**  
Must be available Monday- Friday 8am- 2pm  
Reports to: Education Coordinator  
12208 SE Evergreen Hwy, Vancouver, WA

**Apply by:** January 15, 2024

### **POSITION DESCRIPTION**

The Summer Camp Interns at Columbia Springs help run day camps during the months of June and July for kids aged 7 to 13. As an intern, you'll represent Columbia Springs and be a positive example for the young participants in our summer camps. You'll work alongside our Environmental Education Staff, receiving training in environmental education, guiding small groups, and learning about Pacific Northwest ecology, and sustainable practices. Your internship experience might also be eligible for academic credit through your school.

**Preference will be given to candidates who participate in the Emerging Environmental Leaders (EEL) program in winter/spring 2024. Information about EEL internships can be found on our [website](#).**

### **SCHEDULE**

This temporary role involves training, preparation work, leading summer camps, and cleanup. Interns will work approximately 100 hours by July 23<sup>rd</sup>. If you're earning academic credit, your educational institution might stipulate a minimum number of hours. The schedule allows flexibility for some training and prep time to accommodate interns' other commitments, however, **it is expected that interns can be available from 8am-2pm, Monday through Friday during the weeks of camp** (highlighted below)

- Week of June 17: 1-2 days of Orientation and training
- **June 24 - 28: Camp**
- Week of July 4<sup>th</sup>: 1-2 days of team meetings, projects, and professional development
- **July 8 - 12: Camp**
- **July 15 - 19: Camp**
- Week of July 22: 1 day for breakdown & celebration

### **QUALIFICATIONS**

To qualify, interns must commit to the specified hours and dates. We recognize that there are many different paths, experiences, and less traditional backgrounds that add value to one's work and encourage applicants to apply even if they do not have all the qualifications listed but feel that this position would be a great fit. **Bilingual applicants are encouraged to apply.** We value the following:

- Enthusiasm for hard work, learning, and getting hands dirty!
- Experience with youth is beneficial (but not mandatory)
- Interest in mentoring, environmental issues, and working with young people
- Good communication abilities
- Strong work ethic (reliable, punctual, hardworking, and positive attitude)

## RESPONSIBILITIES

Summer Camp Interns will have these key responsibilities:

- Communicating openly and coordinating with other education team members to create a safe and respectful learning space
- Leading crafts, games, and activities
- Setting up before and cleaning up after activities
- Communicating with parents and caregivers
- Supervising campers during meal breaks and check-in/check-out
- Assisting with behavior management

## COMPENSATION/ SKILLS GAINED

Summer Camp Interns will gain:

- Important experience in teamwork, leadership, and managing small groups
- Skills to engage and work with youth in a variety of settings and activities
- Understanding of Pacific Northwest ecology and sustainability
- A camp t-shirt and instructional materials
- Access to coaching for resume development
- Compensation is \$16.50 per hour for up to 101 hours of work.

## TO APPLY

Email a cover letter sharing why you are interested in the internship and how it will fit into your life, a resume with relevant experience, and the contact information for two references, preferably past supervisors, or mentors to [intern@columbiasprings.org](mailto:intern@columbiasprings.org).

**BE SPECIFIC: indicate which internship(s) you are applying for in the subject line!**

- This position requires a background check.
- **Application deadline: Monday, January 15, 2024 at 11:59PM**
- Questions? Please send an email to [intern@columbiasprings.org](mailto:intern@columbiasprings.org).
- More info can be found at [www.columbiasprings.org/EEL](http://www.columbiasprings.org/EEL)

*Columbia Springs is committed to recruiting, hiring, developing, compensating, and promoting the best-qualified individuals for positions at all levels of the organization.*

*Columbia Springs is an equal opportunity employer. We recognize that our organization truly benefits from the diversity of our team. We do not discriminate based upon race, religion, color, national origin, gender (including pregnancy, childbirth, or related medical conditions), sexual orientation, gender identity, gender expression, age, status as a protected veteran, status as an individual with a disability including sensory, mental or physical disability or the use of a trained guide dog or service animal, or other applicable legally protected characteristics. **Applicants of color, immigrants, and other underserved persons are encouraged to apply.***



www.columbiasprings.org  
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Columbia Springs | 12208 SE Evergreen Hwy | Vancouver, WA 98683