



2/01/2024

Outdoor Adventure Camp Summer Intern Job Announcement

I. Overview:

Title:	Outdoor Adventure Camp Summer Intern
Department:	Education
Classification:	Non-exempt, Hourly
Type:	Seasonal (8-9 weeks throughout June 2024 – August 2024)
Reports to:	Camp Manager
Supervisory Role:	No
Travel:	Local – no. Overnight – no.

II. Summary:

The Outdoor Adventure Camp Summer Intern will primarily assist the Environmental Educators in planning and implementing quality summer camp programming for children ages 3 ½ -9th grade. Interns will also mentor Counselors in Training (CITs) throughout their time at camp.

III. Primary Duties:

A. Camp Preparations and Planning (30%):

- Assist with classroom set up before camper arrival and after pick-up
- Assist Environmental Educator with lesson planning for the camp day or week.
- Create some camp activities throughout the summer of your own design.

B. Camp Instruction (30%):

- Assist Environmental Educator in classroom management
- Assist with or lead hikes, demonstrations, projects, crafts, and games as needed (The intern will lead some activities independently with support from the educator).
- Assist with camper drop-off and pick-up.
- Monitor health and safety of all campers

C. Volunteer Leadership (20%):

- This position will work with volunteers (CITs), primarily students ages 13-16 under the direction of the Environmental Educator and Camp Manager.
- Responsible for meeting with CITs each morning to discuss and implement any pre-camp tasks.

D. Other (10%)

- Complete required daily timekeeping.
- Attend camp orientations, trainings, and meetings.
- Assist with other projects and duties as needed or assigned.



IV. Required Qualifications & Skills:

- At least 16 years of age.
- Must undergo and pass a BCI/FBI background check with fingerprinting.
- Interest in working with pre-k, elementary or middle school age students.
- Interest in nature, being outdoors, and facilitating discovery.
- Enthusiasm, flexibility, dependability, good sense of humor, and positive attitude

V. Preferred Qualifications & Skills:

- Work or volunteer experience in childcare or education
- Previous experience in a camp setting, babysitting, tutoring or after school care

VI. Working Conditions:

- Position requires lifting up to 15lbs., frequent hiking up to 3-5 miles (sometimes on rough terrain), climbing stairs, kneeling, sitting, and bending.
- The majority of the workday takes place outdoors along our trails.

VII. Compensation:

- \$13.50 per hour

VIII. Application Procedure:

Email: Careers@shakerlakes.org
Subject Line: Summer Camp Intern
Requirements: Resume
Recommended: Cover Letter

Posting Date:

February 2024

Application Deadline:

May 1, 2024 or until filled

The Nature Center at Shaker Lakes (NCSL), a 501(c)(3) non-profit founded in 1966 and located in the Shaker Parklands on the eastern edge of Cleveland. The mission of NCSL is to conserve a natural area, connect people with nature, and inspire environmental stewardship. We are an Equal Opportunity Employer that strives to provide a safe, welcoming, and inclusive working environment and is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. View our mission, vision, and diversity statement online at www.shakerlakes.org.