

Program Lead Assistant Summer Adventure Camp LifeMoves Summer Internship

Position Title: Summer Camp Program Lead Assistant

Location: *This is an In-Person position.* Each program lead assistant will work at one of our family shelters, which are located throughout the Bay Area in Menlo Park, San Mateo, Redwood City, Daly City, Mountain View and San Jose.

Background:

We are looking for dynamic and enthusiastic Program Lead Assistants to support the LifeMoves Summer Adventure Camp, a summer day camp program for homeless children ages 5-14 living in LifeMoves shelters. The Summer Adventure Camp is an important component of LifeMoves' model of comprehensive supportive services and the mission to help families break the cycle of homelessness and return to self-sufficiency. Camp supports each child's growth and education, while allowing parents to focus on securing work and permanent housing. Activities and field trips are organized around weekly themes, such as outer space, sports, environmental sustainability, technology, and art, for a fun and educational experience.

Time Commitment: 10 Weeks (Training and at least 4 week summer program commitment required)

- June 6th – August 12th
 - Orientation and training for all LifeMoves interns (June 6th & 7th)
 - Summer Camp Deep Dive Training (June 8th- 13th)
 - Shadowing and Summer Camp Preparation for Camp Interns (June 14th – 17th)
 - Summer Camp dates (June 21st – August 6th)
 - Camp debrief and deconstruction process, and data collection (August 7th – 13th)
- Monday – Friday (**Trainings**) 8:00am to 4:00pm
- Monday-Thursday (**On-Site Camp Days**) (*Times vary depending on location*)
- Friday- (**Weekly Virtual Check-In's**) (Time TBD)

Responsibilities Include:

- Assist in planning and overseeing activities that center on STEAM (science, technology, engineering, arts, and math) topics.
- Create a safe, engaging, and trauma-informed learning environment
- Assist with camp guidance, learning objectives and weekly field trips
- Assist in collaborating with LifeMoves' Marketing team to create a Summer Adventure Camp blog for parents, donors, and supporters
- Respond quickly and calmly to any emergency or crisis at Summer Adventure Camp
- Collect and report quantitative and qualitative program evaluation data

Position Requirements/Preferred Skills:

- High School Junior/ Senior
- Experience working with school-aged children
- Leadership experience amongst peers
- Creative planning and activity design, with excellent follow through

- Ability to work collaboratively and professionally
- Pro-active self-starter, ability to lead activities.
- Ability to enforce rules to keep children safe
- Diligent work ethic, positive attitude, and a desire to learn about LifeMoves' mission of ending homelessness
- Must be able to show proof of completed COVID-19 Vaccination
- Must be able to follow COVID-19 safety protocols and procedures

Learning Outcomes:

- Leadership experience in managing all sides of a summer program for underserved populations.
- Ability to make an impact and become a positive role model for the youth within our program
- Experience designing and implementing programming for homeless children
- Insight into the needs of homeless children and how adverse experiences impact long-term outcomes.
- Networking opportunities for career development
- CPR and crisis management training

Compensation:

Unpaid, but we offer a \$100 a week stipend.

Supervisors:

Site-specific Children's Services Coordinator, Director of Education, and Education Initiatives Manager