**Schooner Camp Summer Intern**

**Organization:** Gather New Haven

**Street Address:** Camp location 60 S. Water Street, New Haven, CT 06519,

**Direct Supervisor:** Karen Nelson Director of Environmental Education and Engagement

**Placement Dates**: Mid May through mid-August, we would work with the intern’s schedule to determine work levels and weeks

**Pay & Work Schedule:** this is an unpaid internship, flexible 20 hours per week in May/June, during camp in July/Aug, specific 37.5 hours/week 8:30am - 3:45pm or 9:30am - 5pm, M-F

**Organization Description:** Gather New Haven engages people in stewardship and cultivation of the land for a healthier community and environment. Schooner Camp, a premier program of Gather, provides summer day camp opportunities for Greater New Haven youth to engage and explore the Long Island Sound from shore and sea. Eighty campers per day, and 400 campers per summer learn about the environment around them at our Long Wharf Nature Preserve and learn to sail in the New Haven Harbor, while making friends and memories for a lifetime! Approximately 50% of campers are provided with full and partial scholarships to make sure our summer camp is available to as many families as possible.

**Work Summary:** This position would engage the fellow in the day to day operations of the summer day camp, under the direct supervision and support of the camp director. The intern will assist in all aspects of preparing for and running a summer camp. One focus would be providing guidance to families in attending our camp, with direct interaction with parents and students before, during, and after their camp experience as a way to help ensure the success of all campers. But they would also be asked to complete many different tasks as needed.

**Work Description:** Schooner Camp engages over 200 families each summer in the scholarship program of our camp, to ensure open access for as many youth as possible. Assisting the child be prepared for camp, and in ensuring day to day attendance to the camp program.

Additionally, as a state licensed summer camp, we are further required to have certain information and documentation for children to attend our program. These rules prohibit a child from participating in camp without this needed documentation. We work hard to ensure all families are able to provide what is needed and their camper is able to attend.

The fellow will work directly with families and provide the specific support a family may need to ensure an amazing time at camp for their child. This will involve direct email, phone, mail, and other types of support with individual families. Examples could include:

● Calling all families on the Thursday before each week of camp their child is set to attend to remind families of drop off times and procedures, to answer any questions and to provide directions or bussing information.

● Directly emailing/calling families to walk them through needed paperwork and information that is required for them to attend.

● Attending local community events to share Schooner Camp information, directly engaging families and providing information on the camp registration process.

● During camp pick up or drop off, talking directly with a camp family member about clothes, shoes, water bottle, or other needed camp items.

● Serving as liaison with the New Haven organization we partner with to recruit camp families, such as Music Haven, Squash Haven, Solar Youth, IRIS, CT Alliance for Foster and Adoptive Families, etc.

The fellow would also be encouraged to brainstorm and develop their own ways of engaging with camp families and providing support in new and additional ways.

**Skills/Experiences Desired, though not Required:**

● Experience with youth

● Experience with urban families and environments

● Experience navigating and respecting cultural differences

● High level professionalism in working with camp families

● Strong desire to help and support others

● Attention to detail

● Conversational Spanish is desired, though not required

● Ability to be silly, fun, sing songs, and get dirty learning at summer camp!

**Additional requirements:** Ability to pass a background check, required of all camp employees. A small amount of weekend work may occur before summer camp begins.

**To apply:** Send a cover letter, resume and 2 references to Karen Nelson [karen@gathernewhaven.org](mailto:karen@gathernewhaven.org)