



## Summer Intern Job Description

### Preferred Qualifications:

- Must be 16 years of age or older
- Completed high school sophomore year to college freshman year
- Desire and ability to work in a busy summer camp setting
- Be a positive role model to TEAM Summer participants

### Job Description

The James L. McKeown Boys & Girls Club of Woburn seeks to hire interns to work in our TEAM Summer program and Woburn Public Schools SALT program at the Malcolm White Elementary School. Applicants should meet requirements as listed and have a passion for working with school-age children as they strive to Be Great.

### Responsibilities:

- Work with group counselors to ensure the general safety and supervision of TEAM Summer participants throughout the entire day including arrival, departure, transitions, activities, lunch, and swimming.
- Participate in and assist with all TEAM Summer activities including Summer Brain Gain and Smart Moves
- Assist group counselors with all planned activities
- Encourage campers to participate in all TEAM Summer activities
- Work with Intern Coordinator to plan and implement activities for your camp group
- Attend weekly meetings with Intern Coordinator and interns
- Perform other duties as required by the Intern Coordinator and Lead Counselor

### Other skills and qualifications:

- Ability to communicate with supervisors and campers
- Enthusiastic and a positive attitude
- Ability to adapt to changes
- Accept supervision and guidance from supervisors

Summer interns will report to the Intern Coordinator and Lead Counselor of the group they are assigned to.