



Canter's Cave 4-H Camp

1362 Caves Rd.

Jackson, OH 45640

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Job Title: Paid Summer Intern

Overview: Summer interns are responsible for providing leadership to a variety of educational and social recreational activities during 4-H and other resident and non-resident camps and events at Canter's Cave 4-H Camp. **This is an ideal position for a college student seeking a paid internship.** Extension staff will work with a qualified candidate to meet requirements and to provide supervision, documentation, and feedback

Timeline: Applications are due **March 15, 2024** with interviews following on **March 23, 2024**. Move-In Day, **May 21**, staff training begins May 22, with the first camp beginning May 30. The position continues through at least **August 3**, with potential to extend according to camp needs.

Compensation: This is a seasonal position. Fulltime summer interns will receive a compensation package for ten weeks that includes a weekly stipend, onsite housing, and meals.

Essential Job Functions:

1. Work with fellow summer staff, including the summer program coordinator and lifeguards, to ensure the safety of all camp users.
2. Respond to emergencies and contact/activate EMS as appropriate; handle all incidents according to camp procedures and training.
3. Work with fellow staff to maintain the camp facilities and equipment to ensure a safe and healthy environment for users. Equipment includes but is not limited to archery, high ropes equipment and facilities, recreation equipment, pool/pond equipment and chemicals, and so on.
4. Ensure that users are informed regarding camp rules; enforce rules at all times.
5. Communicate any potentially dangerous elements of camp facilities or equipment to the camp manager.
6. Attend all scheduled staff meetings and participate in scheduled staff training.
7. Serve as a positive role model for campers by following the camp rules and leading activities with enthusiasm.
8. Work with camp program directors as needed to identify scheduling needs and help set up for and lead routine and special camp activities and events.
9. Lead sessions, such as archery, high ropes, hiking, nature/environmental education, administer swim tests and so on, as assigned.
10. Work with fellow staff and counselors to plan and conduct flag ceremonies, closing ceremonies, evening recreation, pool, pond and campfire programs/events.
11. Complete required reports.

Other Job Duties:

1. Assist with kitchen duties, including helping to set up for and serve meals.
2. Perform other duties as assigned.

Relationships: Summer staff members report to the summer program coordinator, and work closely with the camp manager, camp program directors and counselors.

Equipment Used: Archery, high ropes, and recreation equipment, canoes, paddles, paddle boats, Personal Flotation Devices, rescue equipment, and so on.

Qualifications: Ability to engage and motivate campers to explore and experience Camp to the fullest. Current CPR and first aid certification (can be provided onsite if needed). Additional certifications provided by Canter's Cave and associates for archery and high ropes at no charge. Up to \$100 reimbursed for cost obtaining lifeguard certification at end of camping season.

Physical Aspects of the Job: Ability to hike several miles over rough terrain. Ability to assist with high ropes activities, lift and move archery targets, and so on. Lifeguards must have the ability to swim and complete rescues as required for lifeguard certification

Questions? Contact Hannah Thompson, Personnel Committee Chair, hannthompson21@gmail.com or Annie Warrens, Camp Manager, at 740-286-4058 or cantercave4hcamp@gmail.com