

Summer Camp Director Summer Internship LifeMoves

LifeMoves is looking for 10 Children's Summer Camp Directors at 5 different camp locations in Santa Clara and San Mateo Counties for Summer Adventure Camp!

Position Details:

We are looking for 10 dynamic and enthusiastic Camp Directors over the course of 8-10 weeks, to develop, launch, and manage the children's summer camps at LifeMoves, a leading Bay Area nonprofit providing homeless services and shelters.

The LifeMoves Summer Adventure Camps provide homeless and extremely low-income children living in shelters with an engaging, fun, and educational summer experience. Summer Camp is an important component of the LifeMoves model of comprehensive supportive services that help families break the cycle of homelessness and return to self-sufficiency. In providing opportunities homeless children might not otherwise have access to, the Camp supports each child's growth and education, while allowing parents to continue work or to search for permanent housing during the summer months.

Each LifeMoves family shelter and drop-in center operates a camp for school-aged children, ages 5-14. Camp activities are organized around weekly themes, such as outer space, sports, water, etc, which are designed to provide children with a range of educational opportunities and highlight new skills and career paths. The Camp Director is responsible for designing and overseeing all camp programming.

All LifeMoves Camp Directors will participate in regularly scheduled events and activities that will introduce them to the rest of their intern class, LifeMoves Senior Leadership, the Bay Area, homelessness, and various programs in the agency.

To learn more, check out our [blog](#) from last summer's camp!

Time Commitment:

- **8-10 weeks: June 12th – August 18th**
 - First week is orientation and introductions for all interns (June 12-16)
 - 7 weeks of Summer Adventure Camp (June 19-August 4).
 - Last week two weeks are optional and will include additional projects (August 7-18).
- Monday – Friday, 8am to 4pm

Camp Locations:

- LifeMoves is seeking 2 Camp Directors for each of 5 family shelters and drop-in centers.
 - Family Crossroads, Daly City
 - First Step for Families, San Mateo
 - Haven Family House, Menlo Park
 - Opportunity Services Center, Palo Alto
 - The Villa, San Jose

Responsibilities Include:

- Plan and oversee camp activities that are fun, engaging, and highlight new skills or career paths
- Manage a staff of 5-15 high school aged volunteers
- Arrange weekly field trips
- Develop and manage a summer budget for all activities and supplies
- Create food plan and order all necessary supplies, assign volunteers to prepare food
- Carefully document and track paperwork and receipts from purchases
- Help create a camp blog documenting daily camp activities to be distributed to an audience of parents, donors, and supporters
- Participate in weekly meetings with colleagues and camp staff at other sites.

Position Requirements/Preferred Skills:

- HS Diploma and some college
- Experience working with school age children
- Leadership experience amongst peers
- Creative planning and activity design, with excellent follow through
- Ability to work collaboratively and professionally with teen volunteers, donors, vendors, and clients
- Pro-active self-starter, ability to work with minimal supervision
- Ability to enforce rules to keep children safe
- Diligent work ethic, positive attitude, and desire to learn about the LifeMoves mission of ending homelessness

Learning Outcomes:

- Leadership experience, managing all aspects of a summer camp environment
- Hands-on experience managing finance, vendor relationships, a full staff, and clients
- Experience designing programming for at-risk children, and seeing it through to implementation
- Insight on the needs of low-income children
- Exposure to senior staff and insight into the operation of leading a nonprofit organization
- Networking opportunities for career development

Compensation: Unpaid

Supervisors: The Children's Services Coordinator and Program Director at the specific site.