



# SUMMER RECREATIONAL THERAPY INTERN

## JOB DESCRIPTION

<b>Job Summary</b>	<p>The Summer Recreational Therapy Intern is responsible to assess camper’s skill/ability level, plan, implement, and evaluate programs serving people with disabilities. A primary function of this and every other job at the Kostopulos Dream Foundation is to ensure that each member, guest and visitor receives the highest caliber of service.</p>
<b>Supervisor</b>	<p>Program Manager (CTRS) and Program Coordinators (CTRS)</p>
<b>Responsibilities</b>	<ol style="list-style-type: none"> <li>1. Act as an integral member of the summer camp program team. Assist with paperwork such as camper histories</li> <li>2. Provide supervision, instruction, and ongoing assistance to program staff, campers, and volunteers during programs. Facilitate and lead assigned groups and activities such as-arts and crafts, music, drama, horses, ropes course, and more</li> <li>3. Assessments of Campers: including reviewing documentation, personal interview, and observation. Formal written interviews will be completed by TR interns</li> <li>4. Develop individualized intervention plans for campers after assessments</li> <li>5. Shadow a CTRS Program Coordinator</li> <li>6. Complete evaluation forms after activities and review with supervisor</li> <li>7. Evaluate campers who received an assessment during the week</li> <li>8. Assist Program Manager and Coordinators in preparing program areas for summer. Plan and implement programs and activities: including writing goals and objectives, writing activity plans, and making necessary arrangements</li> <li>9. Assist Program Manager and Coordinators in providing supervision and guidance to program by articulating expectations, displaying model behavior, maintaining open lines of communication and being clear about roles and relationships</li> <li>10. Follow protocol regarding handling of behaviors and special needs; gives Program Manager and Coordinators input and feedback on effectiveness of behavior protocols</li> <li>11. Assist in implementing schedules for all areas of assigned camp programs including; facilities, special events, staff, meetings, etc.</li> <li>12. Lead and facilitate all Summer Camp activities (Ropes Course, Swimming, Canoeing, Fishing, Equestrian activities, etc.)</li> <li>13. Respond to any critical situations that may arise with campers, staff or environment</li> <li>14. Supervise and assist in the following tasks: supervision of campers, administering behavior protocol as directed, administering all medical protocol as directed, verbal and physical assistance, lifeguarding, and accomplishing all other tasks as directed</li> <li>15. Monitors safety of all aspects of the program and campers</li> <li>16. Communicate all pertinent issues affecting the programs to Program Manager and Coordinators (i.e. staff/client/ parent/transportation issues and concerns, etc.), in a timely manner</li> <li>17. Responsible for implementing policies and procedures regarding facilities and van including but not limited to; ensuring proper paperwork is filled out prior to departing, reporting damages to Program Manager and Coordinators, using backer when exiting a parking spot, etc.</li> <li>18. Participate in all required trainings and certifications in compliance with the organization’s standards</li> <li>19. Create a nurturing, positive and professional environment while promoting program policies and procedures amongst staff, volunteers and community</li> </ol>

	20. Communicate clearly, honestly and respectfully with all staff, campers, parents and volunteers
<b>Qualifications</b>	<ol style="list-style-type: none"> <li>1. Must be 21 years of age and have a clean criminal background check</li> <li>2. Must be able to commit to contracted dates May-August for 14 weeks (Required dates: May 21-August 10, 2018)</li> <li>3. Must live off-site and commute each day, room and board will not be provided</li> <li>4. Must have a valid driver's license, a good driving record, experience driving a 15 passenger van is preferred</li> <li>5. Knowledgeable of Cognitive and Physical Disabilities, including Autism Spectrum Disorders, Down Syndrome, Developmental Delays, Spina Bifida, etc. (required)</li> <li>6. Previous experience working with individuals with cognitive and physical disabilities required</li> <li>7. Excellent interpersonal communication skills; demonstrated history of responsibility, dependability, and maturity; ability to be flexible, creative and adaptable to situations</li> <li>8. Demonstrated history of responsibility, dependability, and maturity</li> <li>9. Current First Aid/CPR and lifeguard certification</li> <li>10. Ability to consistently lift, carry and load adaptive and other sports equipment that may weigh 50 or more pounds, and sustain physical activity for a minimum of 20 consecutive minutes</li> <li>11. Commitment to a positive, fun and team-oriented working environment</li> <li>12. Appropriate TR coursework</li> <li>13. Ability to be flexible, creative and adaptable to situations</li> </ol>
<b>Salary</b>	\$500 stipend after the completion of the internship
<b>Status</b>	Seasonal
<b>Hours</b>	40-45 hours a week; weekend, evening, overnight and holiday work required as needed
<b>Benefits</b>	Lunch M-F