



Cornerstone of Hope

Camp Intern

Position Title: Camp Intern

Position Qualifications: Current undergraduate student pursuing degree in Psychology, Education, Sociology, or other related field.

Reports to: Camp Coordinator

Orientation: Camp Intern will receive general agency orientation regarding work environment, goals, and expectations, as well as specific training and shadowing opportunities related to camp program.

Commitment: 10-12 week commitment during May – August
15-18 hours/week with consistent schedule Monday – Friday
Attend Camp Cornerstone July 14-18 (M-F 7:00am-4:00pm)
Attend Camp Lighthouse August 1-3 (F 8:00am – Su 5:00pm)*
*Overnight accommodations will be provided.

Contact: Please send resume and cover letter to Danielle Henderson at camps@cornerstoneofhope.org. Please note that this is an unpaid position.

Job Responsibilities

Camp Intern will mainly focus on administrative and programmatic support of Cornerstone of Hope's grief summer camps programs: Camp Cornerstone and Camp Lighthouse. Camp Intern will assist the Camps Coordinator and entire camp team in administrative duties, preparation of materials and activities, and other logistical duties leading up to camp. Camp Intern will also attend both grief camp programs and assist with the implementation of camp. This list is not meant to be an inclusive list; intern may be asked to perform other activities while working in this position.

- Assist Camp Coordinator in administrative tasks regarding camper and volunteer on-boarding.
- Assist Camp Coordinator in preparing activities and supplies for camp programs.
- Attend volunteer trainings for Camp Cornerstone (Sunday, June 29 2:00pm-5:00pm) and Camp Lighthouse (Saturday, July 26 9:00am-12:00pm).
- Observe Camper Readiness Assessments to learn about childhood bereavement, grief reactions, and camper preparation.
- Attend Camp Cornerstone (full week) and assist with implementation through volunteer support, intervention implementation, emotional support to campers, and various administrative and programmatic tasks.

- Attend Camp Lighthouse (full weekend) and assist with implementation through volunteer support, intervention implementation, emotional support to campers, and various administrative and programmatic tasks.
- Maintain professionalism to include: rapport with staff, clients, supervisor, maintaining a clean work environment, business casual attire, and on social media
- Adhere to confidentiality laws, ethical codes and agency procedures at all times
- Opportunity to observe, shadow, and assist with other areas of the agency will be provided during internship, including attendance at events, memorial ceremonies, and other clinical events.
- Carry out other responsibilities as delegated