Position Title: Science and Math Summer Camp Intern

Reports To: Director of K-12 Programming and Outreach

Summary: The Science and Math Summer Camp Intern is an active and vital member of the summer camp team. Responsibilities will cover the gamut of tasks that insure a meaningful learning experience for campers in K – 8th grade. In addition to responsibilities related to summer camps sponsored by Marian University, there will also be responsibilities related to field trip activities for K – 12 students who come to the Nina Mason Pulliam EcoLab as part of other summer camps.

The Nina Mason Pulliam EcoLab at Marian University is a 55-acre wetland and lowland forest located on the north end of the campus. It is a natural jewel containing a wide variety of habitats, flora, and fauna. It is a unique outdoor environmental education laboratory. It is more than a place; it is an education initiative offering a variety of science programs in a number of formats for K-12 schools, youth groups, scout troops, and other interested parties. All programs are hands-on, inquiry-based, and state-standardized. Thousands of K-12 students participate annually in EcoLab science outreach programs.

Internship Description:
Possible internship projects include:
- Assist EcoLab staff with preparatory work for Science and Math Summer Camps, including, but not limited to: photocopying materials, organizing supplies, assisting with registration lists, organizing shirts, bags and related items, etc.

- Assisting instructors during camp sessions, such as: monitoring and guiding students during group activities, distributing materials, answering questions, overseeing area clean up, etc.

- Utilize effective classroom management techniques to help keep camp groups engaged and respectful.

- Utilize teaching strategies that encourage student participation in activities.

- Accompany and assist with supervision on off-campus field trips.
• Lead some science and/or math activities (curriculum provided) under supervision of lead instructor.

• Suggest physical activities that have some connection to science or math that could be done during outdoor time; lead activities when possible.

• Assist with supervision during meals (breakfast, lunch and afternoon snack).

• Assist with distribution of supplies on a daily basis and prepare classroom or other spaces as necessary.

• Plan, conduct or assist with theme-specific aftercare activities as needed.

• Take photographs of camp activities when possible.

• Compile and analyze pre and post test and evaluation data at the conclusion of each camp.

• Interact with family members at drop-off, pick-up, and during the end-of-camp Family Presentation.

• Attend camp staff training (date TBD).

• Participate in daily debriefing session with camp staff.

Requirements:

Intern should:

Have education, math, or science field of study

Have an interest in or experience working with youth

Ability to work effectively in a team as well as independently

Computer proficiency (Microsoft Word, PowerPoint, Excel, etc.

Solid organization and time management skills

Have good oral and written communication skills