



Position: Club Plus Intern
Program: Club Plus
Supervisor: Ryan McCauley, Clubhouse Manager

Organization Mission

The Mission of the Boys and Girls Club of Corvallis is to attract, continually engage, and inspire youth in elementary, middle and high school, to realize their full potential by mentoring, modeling good character, and delivering relevant structured enrichment programs, in a safe, positive environment.

Position Summary

Club Plus is an after-school care program for children in Kindergarten through 2nd grade, which is hosted at The Boys & Girls Club of Corvallis. Children participate in motivational planned activities, including reading, games, science, nature arts & crafts, music, and physical education. Interns are responsible for the safety and supervision of the children enrolled in Club Plus under the guidance of staff. This may include planning and leading activities.

Duties & Responsibilities

- Contribute high quality motivational program ideas for children enrolled in Club Plus under the supervision of the Education Program Manager.
- Under the guidance of skilled staff, plan and implement developmentally appropriate activities for the students relating to the above mentioned subjects.
 - Collaborate with the Education Program manager and the Program Lead staff on what to plan and how to execute
 - Work with individual children, small groups, and the class as a whole
- Provide an encouraging environment in which students grow and develop.
 - Observe behavior and learn how best to deal with a variety of child and staff situations
- Work with the Education Program Manager and staff to provide positive guidance and appropriate discipline.
- Request suggestions and feedback and be willing to ask questions
- Follow all policies of the Boys & Girls Club of Corvallis, Boys & Girls Club of Corvallis Employee Manual, and the Rules and Regulations of the State of Oregon Child Care Division.

What You Will Learn

- How plan a quality after-school care program for K-1st
- How to deal with challenging behaviors
- The policies and regulations of a non-profit organization



Qualifications

- Have one year of college with an emphasis in child development, education, recreation or a related field OR at least one year full time experience working with school age students in an organized group setting (i.e. classroom, kindergarten, school age child care, or recreation program.)

Requirements

- Be at least 18 years of age.
- Must pass a criminal background check.
- Must attend Volunteer Orientation.
- Be available every Monday through Thursday from 2:30 pm – 6:00pm and on Friday from 1:30pm- 6:00pm (minimum).

Supplemental Questions

Please answer these questions in a brief paragraph on a separate document.

1. Why do you want to work at the Boys & Girls Club?
2. What are your reasons for applying for this internship (include your area of study, program and hour requirement if this internship is for credit)?
3. What are some of your strengths, talents or skills that would make you a good intern?
4. What previous experiences have you had that have prepared you for this internship?
5. Describe a time that you successfully worked as part of a team.
6. Tell me about something that you have done that gave you a great sense of satisfaction.

To apply please email a resume with three references and a document answering the supplemental questions to:

Amanda Garcia
Volunteer Coordinator
agarcia@bgccorvallis.org

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