



Position: Clubhouse Education Intern

Program: Clubhouse

Supervisor: Tyler Reece, Clubhouse Director

Organization Vision

The Boys & Girls Club of Corvallis is an organization that focuses on helping children reach their full potential. Families and youth choose the Boys & Girls Club of Corvallis for its friendly, inclusive, and fun environment that helps school age youth become productive, responsible, and caring citizens.

Position Summary

The Clubhouse provides an environment for school age youth to hang out, play, and explore their interests. The Education Intern will assist the Elementary Coordinator in membership tracking, program development and implementation, group management, group transitional activities, and discipline. The Education Intern will learn to ensure safe and respectful behavior, engage kids in activities, and assist in the operation of the club. Interns are responsible for the safety and supervision of the club members and the facilities. This may include planning and leading academics, arts & crafts, drama, sports and/or other activities that are of interest to members, with an emphasis on good character, and implementing our positive youth development discipline model.

Duties & Responsibilities

- Actively supervise Club members in the Learning Center and various program areas such as the games room, hallways, and gyms.
- Implement developmentally appropriate activities for the club members.
- Provide a safe, positive environment in which Club members feel a sense of belonging, usefulness, influence, and competence.
- Provide positive guidance and discipline through direct supervision and direct intervention when needed.
- Follow all policies of the Boys & Girls Club of Corvallis, Boys & Girls Club of Corvallis Internship Manual, Clubhouse Program Guide, and the posted rules and guidelines of the club.

What you will get out of it

- Experience teaching a nationally recognized program.
- Experience in a fast paced, high volume, successful youth development organization.
- Real world experience in the world's largest afterschool youth development.
- A once in a lifetime crash course in youth development that will change your life.
- Lots of positive attention from kids who think you are a superhero.

Qualifications

- Have one year of college with an emphasis in child development, education, recreation or a related field OR at least one year of full time or part 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.
- Meet requirements as specified by the Boys & Girls Club of Corvallis.
- Must pass a criminal background check.
- Must attend Volunteer Orientation.
- Be available between the hours of 2:45-6:00pm Monday-Thursday and 1:45pm-6:00pm Fridays (minimum).

Supplemental Questions

Please answer these questions in a separate document with a brief paragraph for each.

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.

If interested please email a resume with two references and a document answering the supplemental questions to:

Laura Orth
lorth@bgccorvallis.org

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BOYS & GIRLS CLUB
OF CORVALLIS