

Intern Job Description - Career to Work - Pinedale Aquatic Center

Organization/Business General Information:

The Pinedale Aquatic Center is an all inclusive recreation center. Our family oriented and ADA compliant facility has amenities to meet all levels of needs. The center includes a 29' foot climbing wall, a lobby area equipped with a variety of arcade style games and public wifi, a gym, free weights, fitness equipment, studio rooms, child care, party room, classroom, a 10-lane+ 25-yard competition pool, and a zero depth leisure pool that includes play features highlighted by a 30' spiral water slide. We pride ourselves on providing recreational opportunities for all ages through innovative programming, special events, and classes.

Our mission is to provide exemplary recreational services and facilities in support of our schools and community.

Job Description/Expectations:

- Assist in implementing a weekly activity schedule based on themed weeks to include arts, physical activities, town walking/biking trips, on-site guest presenters, and off-site field trips.
- Provide daily supervision of campers including routine transitioning and scheduling of activities through proactive interaction with campers.
- Assist in creating an environment that is safe, positive, and educational for all campers and staff.
- Attend all in-service trainings and meetings as required.
- Maintain daily camp participant records, logs, and program files as directed by the Recreation Manager or Lead Camp Counselor.
- Assist in the inventorying, and organizing of camp supplies.
- Assist in transporting campers during off-site field trips.
- Assist Recreation Managers and Lead Camp Counselor in coordinating activities with outside entities and community organizations by creating partnerships within the community.
- Experience working with youth highly desirable.
- Must pass a background check and all required drug screenings.
- Performs other appropriate duties as assigned.

Skills and Knowledge Desired:

- Must be able to demonstrate self-motivation in resolving issues without awaiting a directive.
- Must be able to accurately and effectively transmit and receive information, including effective written and oral communications in English, with the ability to keep patrons, subordinates, peers and supervisors informed.
- Must be able to exercise mature and independent judgement and critical thought.
- Must be able to maintain courteous and effective working relationships with the public, county departments and coworkers.
- Must be able to work in a fast-paced environment.
- Must possess excellent skills in organization of time and responsibilities with the ability to handle a number of program schedules and time commitments.

- Must possess excellent skills in interactive with youth including proactive involvement, leading by example, and managing disciplinary issues in a positive manner that follows camp procedures.
- Must be able to participate in vigorous, aerobic activity on a daily basis.

Please indicate whether or not the ability of intern to drive themselves to work is critical

Transportation to PAC is not provided, interns will be responsible for arriving to work on their own. Additionally, some of the activities with camp will require biking. Interns will be expected to provide (and use) a bike and helmet during these scheduled activities.