



Job Description: Summer Intern

The Northwest Association for Blind Athletes provides life-changing opportunities through sports and physical activity to individuals who are blind and visually impaired. To learn more about our organization, please visit www.nwaba.org.

Job Summary: Reporting to the Camp Spark Co-Directors, the Camp Spark Intern will deliver camp programming directly to children and youth with visual impairments at Camp Spark. The intern will serve in a leadership position to campers, staff, and volunteers by helping to plan, lead, and deliver camp programming.

Responsibilities

- Assist in pre-camp planning, staff training, and post-camp responsibilities
- Oversee additional leadership area of focus such as mentorship program, Counselors in Training program, etc.
- Plan and implement instruction in specialty area(s)
- Develop and implement multiple lesson plans for specialized sport area of focus
- Assist group leaders and counselors with campers as needed
- Complete assigned sport assessments for specialized sport area of focus
- Provide excellent customer service to athletes, staff, volunteers, partner agencies, and parents
- Other duties as assigned by Camp Spark Co-Directors or Executive Director

Required Expectations

- Adhere to high professional standards at all times
- Set a good example in all you do at camp
- Be timely in completing all pre-session planning and communication
- Demonstrate high levels of excellence in leadership skills and professionalism
- Refrain from possessing and using legal and illegal recreational drugs, tobacco, and alcohol during agreed upon term
- Must be in an accredited post-secondary program
- Must be 19 years or older
- Must be able to pass background checks
- Ability to receive and implement feedback professionally
- Ability to be highly active and able to engage physically for 12-14 hours daily
- Ability to self-direct and work well without constant supervision particularly in assigned areas of leadership
- Ability to demonstrate high levels of enthusiasm, energy, and initiative at all times
- Ability to demonstrate excellent oral and written communication skills
- Experience in MS Excel and Microsoft forms



- Ability to lift and carry up to 40lbs, including tandem bikes, kayaks, and other adaptive equipment on a regular basis
- Must have access to a laptop, computer, or tablet with Microsoft Excel and experience using Microsoft forms during sessions

Sessions

- Interns are expected to commit to being on duty 24/7 during the time that camp is in session
 - Camp Spark Summer Sessions (Stipend provided):
 - Session 2: July 3-11, 2025 – Linfield University, McMinnville, OR
 - Session 1: July 12-18, 2025 – Linfield University, McMinnville, OR
 - Session 7: August 6-12, 2025 – Hull Foundation, Sandy, OR
 - Additional Sessions Available (Volunteer Position):
 - Session 6: 4:00pm on February 14 to 2:00pm on February 17, 2025
 - Hull Foundation, Sandy, OR
 - Session 4: 4:00pm on February 28 to 2:00pm on March 2, 2025
 - Mt. Hood Kiwanis Camp, Rhododendron, OR
 - Session 5: 4:00pm on April 25 to 2:00pm on April 27, 2025
 - Camp Namanu, Sandy, OR
 - This position is primarily for summer sessions but can extend to other sessions depending on availability.
- Expected to commit to at least one-week of in person training, preparation, and work immediately prior to the start of the first session and at least two weeks of virtual work prior to the start of the season and following the season.
- Complete all virtual orientations preceding sessions. Information about virtual orientations will be provided prior to the start of the session(s).
- Attend all in-person orientations for the sessions they are working
- In-person orientations will be as follows at the same location as the session:
 - For staff working either session 2 and/or session 1:
 - July 3-6, 2025
 - Staff not working session 2 will attend virtually by watching recording prior to coming to camp
 - All staff will have time off on July 4 2PM – July 5 8AM
 - For all staff working session 1:
 - July 12-13, 2025
 - For all staff working session 7:
 - August 6-8, 2025

Desired Knowledge, Skills, and Abilities

- Prior experience working in a camp setting, particularly with campers with visual impairments



- Ability and experience in captaining a tandem bike
- Experience working with individuals with visual impairments or other physical disabilities
- Pre-professional or professional experience in visual impairments, physical education, or physical activity
- Current First Aid card and CPR training

Compensation

- Stipend will be provided for summer sessions and will be commensurate with experience. Room and board will be provided during the time that camp is in session for all sessions.
- Seasonal:
 - Summer sessions. All summer sessions start at 2PM on the first day of the session and conclude at 2PM on the last day.
 - Session 2: July 3-11, 2025
 - Session 1: July 12-18, 2025
 - Session 7: August 6-12, 2025
 - Lodging will be provided for the following date ranges:
 - July 3-18, 2025
 - August 6-12, 2025
 - Virtual position responsibilities in June & August 2025
 - School year positions. These positions are volunteer. These positions start at 4PM on the first day of the session and conclude at 2PM on the last day.
 - Session 6: Feb. 14-17, 2025
 - Session 4: Feb. 28-March 2, 2025
 - Session 5: April 25-27, 2025

Application

- For consideration, please complete the staff initial application:
 - <https://nwaba.org/programs/camp-spark/camp-staff-information/>
 - Complete application, including professional references and completing one professional recommendation form
 - Complete interview process

Contact Information

- Kirsten French, Programs Manager, Camp Spark & Sports Adaptations
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