



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Job Title: **Food and Fun at the Park**
Summer Internship
Park Site Supervisor

FOOD AND FUN AT THE PARK PROGRAM

This summer program is designed to provide a healthy nutritious lunch and snack to children in Wilkes-Barre throughout the summer months. The staff are in place to serve meals, in accordance with Mt. Zion Church guidelines and procedures, and coordinate different activities to keep kids active and engaged throughout the summer months. This is an open site program, and includes seven sites. (The Wilkes-Barre Family YMCA, Coal Street Park, Iron Triangle Playground, Parsons Park, Huber Park, Miner Park and Spruce St. Park)

Responsibilities

- Assisting the Program Coordinator to implement and provide the program in the parks.
- Attend required FFP training.
- Assist with supervision of child in park.
- Keep, maintain and submit required records and reports.
- Securing all equipment before activities begin and returning them to the proper place when activity is done.
- Leaving all program areas clean of trash and debris.
- Being on time to all activities, including beginning and ending activities on time.
- Promptly reporting accidents, incidents and facility issues.
- Providing a safe and enjoyable environment, leadership and positive experience for all youth participants and other staff-being a positive role model at all times.
- Maintaining a clean, neat, and professional appearance and a drug and alcohol free body at all times.
- Teaching good sportsmanship, character values and life skills that reflect YMCA values.
- Completing duties as assigned by the Program Coordinator as needed to ensure a safe and enjoyable experience for all participants.



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Qualifications

- 18-24 years old
- Valid Driver's License and own transportation
- Criminal Background Check, Child Abuse History Clearance and FBI Fingerprinting
- Mandated reporter training
- Experience working with children
- Love and respect for children
- Evidence of efficacy and willingness to be a team player
- Belief and commitment to the Y's mission and values

Professional Development

- Complete all required Food and Fun at the Park training

Employment Schedule

- The interns will be employed Monday through Friday for no more than 30 hours per week.
- Shifts will be determined and agreed upon before start
- Mornings/Afternoons before and after the park program will be spent at the YMCA working with kids in the Summer Scholars Program
- Park program will run from 10am-2pm.

General Information

- This is a seasonal position and will not be eligible for benefits.
- The YMCA Program Coordinator reserves the right to release a staff member at any time. Such action is rarely taken and will only occur after careful consideration, having in mind the best interest of the participants. As well as the employee. Release may occur due to unacceptable behavior/personal conduct or unsatisfactory performance of duties.
- Salary: \$11.00 per hour for no more than 30 hours per week.

Contact:

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Partners: Wilkes-Barre Family YMCA, Wilkes-Barre City and Health Department, ResCare, CareerLink, Mt Zion Church.

Employee Signature

Date

Supervisor Signature

Date

Director Signature

Date