

**PROJECT OCEANOLOGY
MARINE SCIENCE EDUCATION INTERN
(Seasonal - June 20, 2022 through August 19, 2022)**

JOB DESCRIPTION

NATURE OF WORK: This is a highly responsible position working with students attending Project Oceanology summer programs, including residential overnight summer camps. Duties include overnight and daytime supervision of students, implementing and enforcing camp rules, and planning and participating in activities with students. Interns provide a supportive, friendly, and safe environment for students entering grades 6 through 12 during residential camp programs as well as day camp programs. The position requires the use of independent judgment, initiative, maturity, observation, confidentiality and communication skills.

This position is based at Project Oceanology in Groton, CT; interns must be available to live in the hostel on the premises and generally remain on-site from 9pm-9am when residential camps are in session. The intern must be able to work a flexible and varied schedule, generally from Sunday through Friday, when residential camps are in session. The intern must participate in and successfully complete one week of staff training activities.

SUPERVISION RECEIVED: The Intern receives direction from the Director of Curriculum and Instruction, the Residential Supervisor, and Marine Science Educators leading camp activities.

EXAMPLES OF ESSENTIAL FUNCTIONS:

- Provides daytime supervision of students, including meal times, on a rotating schedule with other camp staff and interns.
- Provides overnight supervision during camp sessions along with the other interns and the Resident Supervisor.
- Under supervision, develops and teaches one marine science lesson per week under the guidance of senior camp staff members.
- Implements and enforces camp rules, especially those required by applicable state Department of Public Health statutes and regulations for “Youth Camps”.
- Coordinates with other camp staff to assist, interact with, and lead students during instructional, social, and transition times; plans and engages the students in daily team-building activities.
- Under direction of Residential Supervisor, monitors the hostel facility used by students to ensure safety and cleanliness.
- Administers first aid according to prescribed procedures and notifies emergency medical personnel when necessary.
- Provides on-going evaluation of programs, students and facilities, and communicates this information to all camp staff, the Resident Supervisor, and other appropriate Project Oceanology staff members.
- Provides a safe, supportive and friendly environment throughout camp and Project Oceanology facilities.
- Establishes and maintains effective and courteous working relationships with associates,

co-workers, supervisors, subordinates, youth, public officials, and the general public.

*******The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.*******

OTHER JOB FUNCTIONS: Performs related duties and responsibilities as assigned by supervisors.

QUALIFICATIONS PROFILE: Candidate must have:

- Knowledge of group behavior and dynamics, societal trends and influences.
- Working knowledge of the developmental needs of the adolescent population.
- Ability to relate to and communicate with youths on an individual and group basis.
- Ability to establish and maintain effective and courteous working relationships with associates, co-workers, supervisors, subordinates, youth, public officials, and the general public.
- Ability to provide personal assistance, medical attention, emotional support, or other personal care to others.
- Ability to foster positive social interactions between students and staff.
- Ability to communicate effectively both orally and in writing.
- Ability to read and follow oral and written instructions.
- Ability to work with persons from diverse backgrounds.
- Ability to work as a team member and as a leader; must be outgoing, patient, energetic and enthusiastic; must have good communication and interpersonal skills.
- Ability to 1) perform multiple tasks with interruptions; 2) meet deadlines; 3) perform duties promptly with attention to detail and accuracy; and 4) prioritize and organize work.
- Ability to maintain a calm demeanor and adjust quickly to changing priorities in stressful and/or emergency situations.

Education, Experience and Training

Must have or be pursuing a BS or BA in Marine Science, Biology, Oceanography, Environmental Education, Environmental Science or related field.

Experience working with children is highly desirable.

Fluency in Spanish is highly desirable.

Certificates/Licenses

Must have or be capable of obtaining certifications including first aid, CPR, and Medical Administration training.

Lifeguard certification is highly desirable.

Other Requirements

State of Connecticut Health form and consent to pre-employment drug test and criminal history

check is required.

PHYSICAL DEMANDS: The physical demands here are representative of those that must be met by an intern to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function.

While performing the duties of this job the intern is frequently required to: hear; speak; stand; sit; walk; bend; twist; stoop; kneel; crouch; climb stairs to various levels; use hands to finger, handle, feel or operate objects, tools or controls; use wrists for repetitive motion; reach with hands and arms; drive; tolerate exposure to weather and environmental allergens. The intern must have the ability to 1) carry equipment; 2) lift equipment; 3) lift, move and otherwise manipulate up to 100 pounds; 4) walk steep or uneven terrain carrying heavy weight loads; 5) coordinate two or more limbs, while sitting, standing or lying down; 6) quickly move hand, hand together with arm, or two hands to grasp, manipulate or assemble objects; and 7) to exert maximum muscle force to lift, push, pull, or carry objects.

While performing the duties of this job, the intern works outdoors in a variety of weather conditions and may be exposed to wet and/or humid conditions, extreme cold, extreme heat and environmental allergens. The noise level in the work environment ranges from quiet to moderately loud.

Specific vision abilities required by the job include the ability to see details at a distance, possess close vision, distant vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Hand-eye coordination is necessary to operate equipment.

Interns must be free from mental and physical disorders that would interfere with performance of duties as described, and have the mental capacity to handle stressful situations. Interns may have to function in situations where subjected to aggressive verbal and/or physical behavior by students.

*******This job description does not constitute an employment agreement or contract between the employer and the intern and is subject to change by the employer as the needs of the employer and requirements of the job change.*******