



Program Intern Job Description

A bit about Camp Casey:

Camp Casey is a 20-year old nonprofit organization that brings horses into the lives of children with cancer, sickle cell disease, and other life-threatening illnesses (camp-casey.org).

One of Camp Casey's programs, Horsey House Calls, delivers "horse camp" to the homes of children who are often too sick to attend regular summer camp. We knock on the door and surprise the camper with a horse at their home for an afternoon filled with fun!

Overview of Position:

The programming intern is a competitive role and best suited for self-starting, creative, hard-working, passionate college professionals looking to gain invaluable, hands-on experience in the fields of (but not limited to): nonprofit operations, administration, resource management, community outreach and program development. The Program Intern will gain experience and skills in relationship building, planning and organization.

Our Culture: We nurture self-starters who can both successfully complete projects autonomously and work in a team-driven environment. We work hard but value balance and our team genuinely likes one another. To work at Camp Casey, you must be willing to laugh a little, cry a little, and neigh a lot (the horse puns never get old here)!

Reports to: Program Manager

Hours: 10-15 hours/week

Schedule: On site and virtual (hybrid model)

Pay: \$14/hr. + potential to earn an additional \$150 per weekend

Major Functions/Accountabilities:

1. Manages volunteer operations
2. Maintains program supplies and equipment
3. Creates content for social media related to programs
4. Facilitates and engages children in activities at Horsey House Calls

Qualifications:

- Confident and independent; self-motivated
- Must be at least 18 years old
- Reliable transportation
- Proficient communication skills – writing, phone, email
- Ability to properly time manage
- Passion about bringing respite and recreation to children with life-threatening illness
- Some weekend availability
- Strong team player

Physical Requirements:

- Ability to do light office work
- Ability to lift up to 25 pounds
- Ability to be out in the sun heat for a few hours at a time

Send resumes to programs@camp-casey.org by April 15, 2024.