

Tamarack Adventure & Retreat Center is looking for a highly organized individual to assist in the coordination of our events, retreats, and all visiting groups. This intern will work with the leadership team to finalize details, plan accordingly, and learn behind the scenes workings of our retreat center. Interns will be provided with opportunity for personal growth through learning and facilitating programs for our clients. With the culture of our organization, a passion for the outdoors is a must!

**Anticipated Employment Dates:**

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|--------|--|
| Spring | May 1 – June 8 (later start dates available)             |
| Summer | June 15 – August 14                                      |
| Fall   | August 17 – October 31 (extended dates may be available) |
- \*Single or multi-season positions available**

**Compensation:** \$100 weekly stipend + room and board. We are happy to work with you and your advisors for you to obtain internship credit!

**Physical Work Environment:** Hours/days worked per week vary according to camp schedule/needs; this position requires a full-time commitment. Position requires a positive attitude in all weather conditions, as we operate year-round. Must have open availability and live on camp for the duration of contract.

**Qualifications**

- 1 year of coursework in related degree

**Job Behaviors and Work Characteristics**

- Assist Client Coordinator in all workings of booking groups, finalizing details, and executing plans
- Work closely with leadership team to ensure needs of all clients are met
- Facilitate all programs in accordance with our standards and adapt to group needs and age levels
- Translate concepts into engaging programming, utilizing questioning strategies for inquiry-based learning
- Serve as an overall guide to groups while maintaining a strong customer service attitude
- Possess strong verbal communication skills; able to engage audience with clear and persuasive rhetoric
- Participate in staff training and development
- Complete assigned projects including camp and program material maintenance
- Maintain excellent communication with all management, staff, and guests

**Personality Traits**

- Self-starter, hard-working, flexible and able to multi-task
- Ability to adapt to changing situations
- Enjoys working with children and can build rapport in a short period of time
- Driven to continuously train and educate both self and others

At Tamarack Camps we are very interested in investing in our staffs' future. We believe in professional development and offer additional training to qualified staff through certifications with American Red Cross and Association for Challenge Course Technologies (ACCT).

Please apply online to **Join Our Team!**  
[TamarackAdventure.com](http://TamarackAdventure.com)  
or email Program Manager, Marisa Murphy  
mmurphy@tamarackcamps.com

