



Mentor, Teen Credentialing Program, NOLS—Summer 2020

BACKGROUND

Since 1877, The Fresh Air Fund has worked with and provided free summer experiences to New York City children from low-income communities. More than 1.8 million children have been served through two core program areas, the Fresh Air Camps on Sharpe Reservation, and through visits to volunteer host families in states along the East Coast and into southern Canada. The Fresh Air Fund is an independent, not-for-profit organization. Today, thousands of boys and girls participate in Fresh Air programs each summer.

In response to the COVID-19 pandemic, The Fresh Air Fund made the heartbreaking decision to cancel its traditional camping and Friendly Towns (visiting host family) programs for Summer 2020, but we remain steadfast in our commitment to providing a fun and enriching summer to children from New York City's low-income communities. As such, The Fresh Air Fund is planning four programming opportunities to keep the magic of summer alive: Fresh Air Everywhere (virtual programming); Fresh Air Summer Spaces (NYC-based programming); Fresh Air Youth Internships, Credentialing & Training; and Fresh Air Family Wellness. All programming is free of charge.

The Fresh Air Fund is recruiting Part-Time Mentors to work with youth through The Fresh Air Fund's Teen Credentialing Program this summer.

The Fresh Air Fund has a history of providing leadership training and career awareness for teens throughout many of summer and year-round programs. With New York City's cancellation of its Summer Youth Employment Program, which provides paid work experience, The Fund designed our teen program as a stipend-based model, through which teens ages 14-17 will be offered specialized programs with opportunities to earn credentials, internships and work experience. The credentialing programs are being offered in partnership with universities and nonprofits. The program will employ mentors who guide and participate alongside teen participants during their participation and support faculty and staff of partner organizations. The Leadership & Teamwork program will expose students to the theory and practice of leadership, teamwork and expedition behavior and is offered in partnership with the National Outdoor Leadership School (NOLS).

Responsible to: Program Coordinator, Leadership & Teamwork

DUTIES/RESPONSIBILITIES

- Provide at least 3 hours of direct virtual supervision, leadership and guidance to campers in the credentialing program. This includes supervising the group in between and during the daily program activities, and behavior management.
- Assume responsibility for the virtual safety and virtual well-being of campers.
- Assist Partner Staff during activity periods. This includes participating in activities and helping campers and Partner Staff as needed.
- Actively engage with campers by having camera and audio on. Consistently show high levels of energy and enthusiasm. Be extremely punctual and prepared for all calls with campers and staff.
- Understand that campers come first and decisions should be made in the best interest of campers.
- Be an active member of the virtual camp community by participating in all virtual camp programming including camp-wide events and staff meetings.
- Manage camper attendance, write daily reports and a final evaluation for each camper to help evaluate their needs, goals and progress during their camp experience.
- Strive to work in a cooperative manner with fellow staff to achieve goals of the program.
- Explain and enforce the policies, traditions and rules of virtual camp. Address stressful/inappropriate situations appropriately in a fast-paced, interactive environment.

- Invest time with campers to meet their needs, challenge their capabilities and serve as a role model during their time at virtual camp.
- Take ownership of the use and care of virtual camp equipment/supplies/technology/platform.
- Be familiar with emergency procedures and follow them when necessary.
- Additional responsibilities as needed and assigned.

QUALIFICATIONS

- Must be at least 18 years of age by employment start date.
- At least three years of college or equivalent is preferred. College graduates are strongly preferred.
- Should have extensive experience as a general counselor or staff member in a residential camp setting. Prior supervisory experience preferred.
- Must be able to supervise in a fair and diplomatic manner.
- Access to a computer with conferencing capabilities, reliable phone line, and stable Internet access preferred.
- Access to appropriate, quiet working space required.
- Passionate about working with children.
- Excellent verbal and written communication skill required. Previous public speaking experience a plus. Must be comfortable and creative performing in front of a camera and able to improvise programming in case of technical difficulties.
- Emotionally mature with a willingness to work as a team player and to maintain a positive attitude.
- Flexible and willing to accept challenges and step outside comfort zone.
- Able to maintain a positive attitude.
- Bilingual abilities (Spanish, Mandarin, etc.) a plus.
- Available for the entire duration of the summer program
- Successful completion of mandatory online orientation and ongoing professional development.

Employment Period: July 6-August 21, 2020

Hours per Week: Up to 20 hours per week

Working Hours: Must be available to work between the hours of 1pm to 5pm, Monday-Friday

Compensation: \$15 an hour

Benefits: None

HOW TO APPLY

Please apply at <https://freshair.org/summer-2020-jobs/> *All positions are at-will, but we ask that you apply only if you have a reasonable expectation of being available for the entire summer.*

No phone calls please.

The Fresh Air Fund is proud to be an equal opportunity employer, committed to inclusive hiring, and dedicated to diversity in its work and on its staff. We strongly encourage candidates of all identities, experiences, orientations and communities to apply.