



Summer Spaces Support Staff —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 Support Staff to work in our programs.

Employment Opportunity: The Fresh Air Fund is recruiting Support Staff to work in our programs. This is a 18-20 hour per week paid, seasonal position. These positions are scheduled to begin in mid-July and will end in mid/late-August 2020.

Under the direct supervision of the Summer Space Site Coordinator, Support staff will work as part of a team in the energetic environment of The Fresh Air Fund's Summer Spaces. Support Staff are responsible for assisting in the set up and break down of the program, helping where needed during the daily operation of each Summer Space, and in the execution of age-appropriate activities.

REQUIREMENTS/RESPONSIBILITIES

Essential Duties & Responsibilities include, but are not limited to

- Retrieve items as needed from storage, stores, etc
- Assist where needed with the cleanliness of the Summer Space
- Assist all staff with the check-in and check-out process of all participants
- Assist with program set up and break down
- Assist with daily games and activities.

Education and/or experience:

- High school student
- Certified in CPR/First Aid preferred but not mandatory
- Prior summer camp, daycare experience or babysitting training preferred

Language skills:

- Ability to read and interpret documents, such as safety rules, operating/maintenance instructions, and procedure manuals
- Ability to write routine reports and correspondence
- Ability to speak effectively with guests, co-workers, participants, and groups

Physical demands and work environment:

Physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job successfully.

- Sit, stand, walk, reach with hands and arms, climb or balance, stoop or kneel, talk or hear
- Lift and/or move equipment/materials weighing 20+ pounds
- Exposure to wet, humid, and hot/very hot conditions

Employment Period: Through mid/late August 2020

Hours per Week: 18-20 hours per week

Compensation: \$15 per hour

Benefits: None

HOW TO APPLY

Please apply at <https://freshair.org/summer-2020-jobs/> 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.