

Program Lead
ACES Summer Adventure Program
Summer Internship with LifeMoves

LifeMoves is seeking interns to serve as Program Leads at 1 of 4 Achieving Career and Educational Success (ACES) summer program sites:

- LifeMoves Haven Family House, 260 Van Buren Road, Menlo Park, CA 94025
- LifeMoves Villa, 184 South 11th Street, San Jose, 95112
- LifeMoves, First Step for Families, 325 Villa Terrace, San Mateo, CA 94401
- LifeMoves, Family Crossroads, 50 Hillcrest Drive, Daly City, CA 94014

Mission Statement:

LifeMoves provides interim housing and supportive services for homeless families and individuals to rapidly return to stable housing and achieve long-term self-sufficiency.

Background & Job Description:

We are looking for dynamic and enthusiastic Program Leads to launch and manage the LifeMoves ACES Summer Adventure Program, a day program for children experiencing homelessness in LifeMoves shelters. The LifeMoves ACES Summer Adventure Program provides children experiencing homelessness living in shelters with an engaging, fun, and educational summer experience. The ACES Summer Adventure Program supports each child's growth and education through community building and experiential learning, while allowing parents to focus on work, employment opportunities, and securing permanent housing during the summer months, an important component of the LifeMoves model of comprehensive supportive services and the organization's mission to help families break the cycle of homelessness and return to self-sufficiency.

Program Leads will be responsible for the planning and oversight of Summer Adventure Program activities, supervision of a rotating cohort of high school/college-aged volunteer camp counselors, and trauma-informed behavior management of the LifeMoves program participants. Activities and field trips are designed to provide children with a range of educational opportunities and highlight new skills and career paths. To learn more, check out our [blog](#) from last summer's program!

Time Commitment:

- 8-10 weeks, 40 hours/week
- June 10th – August 16th
 - The final two weeks are optional and would include site-based strategic projects

Specific Responsibilities Include:

- Leadership and management of a revolving staff of 5-15 high school/college-aged, volunteer camp counselors, including but not limited to:
 - Weekly onboarding and training
 - Organizing ACES Summer Adventure Program day field trips and activities
- Building a safe, engaging, and trauma-informed learning environment for ACES Summer Adventure Program children by:
 - Planning and overseeing daily STEAM activities
 - Providing structure, guidance, and learning objectives for weekly field trips
 - Overseeing the organization and distribution of the daily meal program
 - Trauma-informed behavioral management
- Collaboration with LifeMoves' Marketing team to create an ACES Summer Adventure Program blog that is distributed to an audience of parents, donors, and supporters
- Collection and reporting of quantitative and qualitative program evaluation data

Position Requirements/Preferred Skills:

- HS Diploma and some college

- Experience working with school-aged children
- Leadership experience amongst peers
- Ability to enforce rules to keep children safe
- Creative planning and activity design, with excellent follow-through
- Ability to work collaboratively and professionally with volunteers, donors, vendors, and clients
- Proactive self-starter, ability to work independently
- Diligent work ethic, positive attitude, and a desire to learn about LifeMoves' mission of ending homelessness

Learning Outcomes:

- Interns will gain leadership experience through volunteer management, summer program oversight and behavioral management with LifeMoves youth clients.
- Interns will gain experience in direct client service with an extremely underprivileged population.
- Interns will gain experience in the design and implementation of educational programming for children experiencing homelessness.
- Interns will gain insight into the needs of children experiencing homelessness and how adverse experiences impact long-term outcomes.
- Interns will have access to and learn from the senior leadership team and the operations of a leading nonprofit organization, gaining networking opportunities for career development

Compensation: All positions are unpaid, however we are able to provide proof of hours/service for any academic requirement. We **strongly recommend** talking to your advisor or school's public service center about funding opportunities.

Supervisors: Site-specific Children's Services Coordinator and Director of Education