

Job Title

Summer Program Intern

Job Location

1640 Powers Ferry Road
Governor's Ridge Offices
Building 15, Suite 200
Marietta, GA 30067

**Work Model**

Onsite

Company Description

Kidz2Leaders is a faith-based nonprofit working to end generational incarceration. Through a 10-year continuum of programming, beginning at age eight and provided at no cost to families, we provide stability, opportunity, and a Christian community for children of inmates. Each year, we serve 700+ children and family members in the Atlanta Metro area through four distinct, ongoing program platforms, an effort that involves over 800 volunteers and a growing staff team. We are experiencing record-breaking growth within our ministry, and we plan to expand over the next several years. With our growing footprint and long-term commitment to students and families, we believe that we can truly end generational incarceration.

Job Description

Camp Hope is a five-day overnight summer camp that serves as the entry point into a comprehensive continuum of support that includes leadership development, career and life skills training, mentoring, higher education scholarships, alumni engagement, and family support services. The Summer Program Intern plays a vital role in preparing for, executing, and evaluating Camp Hope. This position provides administrative, logistical, and on-site support to ensure a safe, organized, and impactful camp experience for campers, volunteers, and staff.

Key Responsibilities**1. Pre-Camp Preparation:**

- Receive, inventory, and organize camp supplies and storage units in preparation for summer programming.
- Provide administrative support for camper applications, intake, and database updates.
- Assist with camp logistics, including schedules, menus, cabin assignments, programming, and worship coordination.
- Prepare and assemble camp materials such as name tags, curriculum, activity folders, and Canva-created resources.
- Support the loading and unloading of supplies for each camp session.

2. During Camp:

- Support campers, staff, and volunteers to ensure smooth and effective daily operations.
- Communicate needs to the Program Team and follow through to ensure completion.
- Take initiative to solve problems in a fast-paced, high-energy environment.
- Work extended hours and assist with physically demanding tasks as needed.

3. Post-Camp Follow-Up:

- Participate in session debriefs and contribute to continuous program improvement.
- Reorganize and inventory camp storage units and supplies.
- Update the CRM to ensure accurate attendance and participation records.

Qualifications

- Unquestioning alignment with the K2L Statement of Faith
- Experience in camping programs and/or nonprofit organizations preferred.
- Strong organizational, time management, and communication skills.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook) and database systems.
- Ability to communicate effectively and work with individuals from diverse cultural and socioeconomic backgrounds.

Work Environment

This position operates in a fast-paced, high-energy camp environment serving children and volunteers. The employee must demonstrate professionalism, adaptability, and adherence to all Kidz2Leaders policies related to child safety, conduct, and confidentiality. The role requires the ability to lift and carry up to 50 pounds and perform physically active tasks as needed.

Additional Information

This is a 11-week internship starting Monday May 18th and concluding Thursday July 28th. Position is **hourly with a baseline 22-hour work week, Monday to Thursday, and opportunities to earn overtime during each week of Camp Hope. The expected normal rate for this position is \$12/hour with an overtime rate of \$18/hour.** Weeks not at Camp Hope will be spent working out of our office in Marietta/East Cobb.

The position requires full participation in all three Camp Hope sessions. Camp Session 1 runs from June 13 through June 18. Camp Session 2 runs from July 4 through July 10th. Camp Session 3 runs from July 12 through July 17.

How To Apply

If you are interested in applying for this position, please send your resume and cover letter to The Director of Programs, Kirsten Rickers: @kirsten.rickers@kidz2leaders.org.