

LOGISTICS MANAGEMENT INTERN

Session Commitment: 12 Weeks (Orientation and 5 Sessions)



The Logistics Management intern role is critical to the successful coordination of camper and staff travel and the Opening / Closing Day camper and family experience. Interns will assist with the preparation and execution of complex operational logistics involving a variety of stakeholders including campers, families, staff, and third-party vendors. This position provides direct support to permanent staff logistics team and requires a committed attention to detail in the completion of administrative tasks and clear communication. Logistics Management interns are responsible for overseeing a variety of projects, tasks, and processes necessary for camp operations, as well as for maintaining camp's standard of excellence in front-facing and behind-the-scenes operations that have a direct impact on the camper and family experience.

Interns can expect to receive in-depth management training and coaching and gain hands-on experience in operations management, staff supervision, project management, customer service, business administration, and leadership.

KEY RESPONSIBILITIES:

- Assist with planning and execution of camper travel and Opening/Closing Day
- Manage logistics operations, projects and tasks
- Maintain and participate in oversight of complicated logistical processes
- Assist in communicating information and expectations to summer staff
- Provide quality control in customer service interactions and logistics processes
- Assist Leadership in maintaining standards and accountability throughout camp operations
- Supervise, support, and coach summer staff
- Troubleshoot issues with systems and processes

PROGRAM COMPONENTS:

Successful completion of this program includes fulfillment of the following:

- All Top Staff training, responsibilities, and assigned duties
- A pre-camp curriculum consisting of a collection of podcasts, videos, articles, essays, sermons, and other materials (roughly 15-20 hours of material)
- Attendance of a leadership development seminar each session conducted by Camp Ozark Leadership Staff
- Submission of an operational review report per each session of employment
- Participation in a mid-program performance review and an exit evaluation
- Submission of the Operational Excellence Capstone Project within two weeks of completing session commitment

This internship is designed for the following majors: Supply Chain Management, Logistics, Business, Management, Retail Services, Systems Engineering

SAMPLE RESUME



Logistics Management Intern, **Camp Ozark**

May 2027-Aug. 2027

- Contributed to the effective management of complex summer operations serving 7,000+ campers and 800+ seasonal staff
- Participated in managing complicated logistical, customer-facing operations related to camper and parent travel and pickup
- Helped manage detailed logistics for over 20,000 pieces of luggage throughout the summer
- Assisted company leadership in maintaining standards and accountability throughout camp operations
- Provided coaching, support, and performance evaluations to staff under supervision
- Submitted an Operational Excellence Capstone Project detailing proposed organizational improvements