



Freedoms Foundation at Valley Forge Education Program Staff

Purpose	Part-time positions to help conduct educational programs for elementary, middle school and high school students
Organization	The Freedoms Foundation at Valley Forge was founded in 1949 and is a not-for-profit 501(c)(3) educational organization headquartered in historic Valley Forge, Pennsylvania whose mission is to educate about American rights and responsibilities, honor acts of civic virtue and challenge all to reject apathy and to get involved. Our programs explore American history, the founding documents, leadership, character development, the free enterprise system, and inspire responsible engaged citizenship. Our vision, therefore, is that all Americans actively engage in our democracy by celebrating our heritage, defending the Constitution and protecting individual freedoms.
Programs	The Freedoms Foundation conducts three major educational programs throughout the year – History Encounters for elementary and middle school students; Spirit of America Youth Leadership Programs for high school students and History Workshops and Seminars for teachers and adult learners.
Responsibilities	<i>Elementary/Middle School History Encounters</i> <ul style="list-style-type: none">• Student supervision during program from 4 to 9pm• Monitor student free time recreation both outdoor and indoor game room• Lead and supervise dinner service.• Introduce and assist evening speakers• Lead the group's journal/reflection time with guidance and support given to young students writing about their experiences.• Give instructions for nighttime and next day activities• Secure all buildings and make sure group is settled for the evening prior to departure.• Assist with office work that is required for the administration of the conference.

High School – Spirit of America Youth Leadership Programs

- Program supervision including overnight in residence halls for 4 day/3 night program. Typically Thursday at 3pm to Sunday at 2pm. There is some flexibility based on class or work schedules.
- Assist in preparation of facilities for conference activities
- Assist conference speakers during presentations and workshops
- Supervise the group and assist in conducting tours and sightseeing programs
- Available to help with transportation requirements. A Foundation vehicle will be provided for all off-campus transportation needs
- Assist with office work that is required for the administration of the conference.
- Guide preassigned committees which will vary from program to program
- Assist with the running of the gift shop
- Help with promotion of the conference including updating social media and website.
- Prepare and/or assist with ice breakers during the first evening of each conference.
- Monitor recreational materials and game room during student free time.

Qualifications Looking for an individual studying or with a background in education, history, political science, psychology and/or child development. Experience working with students is a plus. Ideal position for camp counselors, resident advisors and student mentors. Must be able to pass a criminal background check and child abuse report. Must have a valid driver's license and be able to get to and from Freedoms Foundation.

Commitment Weekends and Weeknights

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