



Thurgood Marshall Hall
7805 Regents Drive
Suite 2300
College Park, MD 20742
Email: dogood@umd.edu
Web: dogood.umd.edu

Summer 2025 Impact Interns Position Description

Organization Information

Organization Name: Central Kenilworth Avenue Revitalization Community Development Corporation (CKAR CDC)

Address: 6801 Kenilworth Ave #203, Riverdale, MD 20737

Organization Website: <https://ckarcdc.org/>

Organization Description: CKAR CDC is a 501 (c)(3) non-profit organization that forms strategic partnerships to implement projects in the Greater Riverdale community, including community and economic development, workforce training, environmental sustainability, business retention, and advocacy.

Position Logistics

Intern Preference: No preference

Start and End Date: June 16th - August 22nd

Hours per Week: 20 hours per week

Number of Weeks: 10 weeks

Expected Daily Hours: 10 - 2pm, may need to work weekends for special events

Important Availability Dates: NA

Location: In-person

Position Information

Core Technical Skill Set:

- Marketing - includes physical material development, brand strategizing, website editing, and search engine optimization
- Program Management - includes program design and overseeing day to day program operations

General Duties and Responsibilities:

CKAR is partnering with BCAUSEICAN to host a Summer Technology Camp. The camp aims to provide students from surrounding schools an opportunity to explore and develop various technology skills, including learning and operating artificial intelligence (AI). The project will:

- Engage students in hands-on workshops that cover a range of technology topics, from basic coding to artificial intelligence.
- Foster collaboration and teamwork through group projects and interactive activities.
- Equip participants with foundational skills to explore technology-related career paths.

- Collect and analyze participant feedback to improve the camp experience.

We are seeking a motivated and enthusiastic intern to assist with programming and marketing efforts, support instructors, and collaborate with the Development and Communications lead to oversee camp operations and reporting. The intern will:

- Assist with planning and promoting the summer technology camp to schools and community organizations.
- Help manage social media content and marketing campaigns to raise awareness and encourage enrollment.
- Work closely with BCAUSEICAN instructors to ensure smooth execution of daily camp activities. This may include assisting students with technology-related tasks and troubleshooting issues.
- Assist in preparing end-of-program reports, including performance summaries and recommendations for future camps.

Specific Deliverable(s):

- The intern would be tasked with developing a comprehensive program report. This would include a program overview, attendance and engagement metrics, analysis of student feedback, photos of the camp, staff input, and recommendations for future camps.

Qualifications:

- Familiarity with educational technology tools to assist instructors and students effectively.
- Experience or interest in social media content creation and marketing campaigns to promote the camp and increase community engagement
- Strong organizational abilities to track attendance, manage logistics, and contribute to preparing end-of-program reports.

Preferences:

- Proficiency in Microsoft Office, Google Workspace, and social media platforms including Instagram and Facebook. Proficiency in Canva is a plus.
- Background in community work
- Creativity and adaptability to a flexible environment

Physical Demands of Position:

- The intern will need to be able to move around the office and the classroom space to assist with daily activities. They may have to lift and carry supplies, including technological equipment and lunch box meals.