



Great Valley Community Organization Malvern, PA

www.gvco.org

May 2026

Summer College Internship (rising college junior or senior preferred)

The Great Valley Community Organization ("GVCO") is a local community organization serving the Great Valley School District and surrounding townships. We serve the youth, adults and seniors in this region through many programs, events, presentations and performances.

GVCO is looking for self-motivated individuals interested in assisting our organization with its summer programming. The ideal candidates should have strong interpersonal and organizational skills, be able to work in a team environment, and enjoy working with youth. The candidate should have a background or interest in athletics, an understanding of scheduling, and budgetary/finance capabilities.

Start date: Early June 2026; End Date: mid-August 2026

Internship I Full-Time Internship - Hours (40 per week):

-Monday through Thursday: 12:00pm-10:00pm

Internship II Full-Time Internship – Hours (40 per week):

-Monday through Friday: Typically 8:00am-5:00pm

Compensation:

\$15.00 per hour; \$600/week (paid monthly)

Compensation will be subject to the tax laws of the commonwealth of Pennsylvania.

Responsibilities Positions:

- Facilities management
- Scheduling management and oversight of summer programming
- Assist with summer camp programming
- Administrative assistance with organizational messaging (social media/Constant Contact/other)
- Developmental assistance with sponsorship marketing
- Start-up support for youth fall programming

Reporting:

- Lines of reporting would be tied to various GVCO staff and programming leadership.

If interested in either of these Summer 2026 internship opportunities, send your resume and letter of interest to internships@gvco.org.