

POSITION TITLE: STEM Day Camp Leader - NIC Youth Academy

POSITION TYPE: Contract

REPORTS TO: Youth & Community Outreach Liaison, Department of Marketing & Future Students

DATES OF WORK: 7 weeks, June 17 - August 2, 2024.

HOURS: 35 hours per week, Monday-Friday

RATE: \$22-\$25/hr

LOCATION: NIC Comox Valley Campus *Some travel to Campbell River Campus included*

SUMMARY

Working with youth is a fun, rewarding way to have a positive impact within the community this summer! Youth Academy is looking for enthusiastic individuals to lead camps in Science Technology Engineering and Math (STEM)! View our schedule at nic.bc.ca/programs/summer-camps/ to learn more about the types of camps offered ranging from STEM & Sport, STEAM Teens, and Code-Con.

The STEM Camp Leader is responsible for development and delivery of fun, interactive and age-appropriate educational camp activities for ages 7-13. The day camp leader is responsible for the supervision, safety and well being of youth while providing an inclusive, fun, and positive summer learning experience. The camp leader must be familiar with a broad range of Science Technology Engineering and Math topics, be able to navigate using new technology and be an intermediate to advanced programmer. This position is supported by NIC's Youth & Community Outreach Liaison (YCOL). Two weeks of paid orientation and preparation are included in the six-week position.

DUTIES & RESPONSIBILITIES

- Develops appropriate curriculum and activities for youth ages 7-13 with a broad range of abilities.
- Identifies supplies needed to facilitate scheduled activities for the week and work along side the YCOL to ensure correct supplies are obtained.
- Facilitates appropriately planned fun, interactive, and engaging activities between camp hours of 9am-3pm
- Interacts with youth in an enthusiastic, approachable manner.
- Provides excellent communication and client services to youth and their supporting adults.
- Appropriately prepares the group for the following days activities.
- Actively promotes diversity, inclusion, and equity in the camp environment.
- Effectively leads camp assistants and volunteers, and appropriately delegates tasks and responsibilities.
- Responsible for relaying participant and parental concerns to the YCOL
- Responds accordingly to conflict and emergency scenarios.
- Assists with administrative tasks related to the management of camp rosters and form collection.
- Upholds all COVID19 health and safety guidelines set forth by NIC and the Provincial Health Office

REQUIRED EDUCATION & EXPERIENCE

- Minimum 2 years of post-secondary education. Preference is given to education in fields related to STEM (Science, Technology, Engineering, Math) or
- Degree in Education (or Degree in Progress) in Education with specialization in STEM topics.
- At least 1 year previous experience working with youth in a paid or volunteer role.
- A clear Criminal Record Check with vulnerable sector check
 - All serious applicants are encouraged to complete a criminal record check prior to applying if they do not have a current check to share with North Island College. Criminal record checks are the applicant's expense.
- Current Standard or Emergency First Aid with CPR-C certificate
 - First aid certification is required before the first day of placement. All serious applicants are encouraged to book their first aid course if they do not have a current valid first aid ticket that meets the minimum requirement listed above.
- A valid driver's license with minimum N certification met
- A personal vehicle
- Canadian citizenship

REQUIRED KNOWLEDGE, SKILLS & ABILITIES

- Demonstrated ability to identify and develop appropriate educational curriculum for youth ages 7-13.
- Advanced capabilities in programming in multiple coding languages (required)
- Experienced in facilitating STEM related lessons, games, and camp related activities for youth.
- Effective communication, conflict resolution, problem solving abilities.
- Strong interpersonal skills
- Proven leadership capabilities
- Must have excellent proficiency in Microsoft 360 including Word, Excel, Outlook
- Ability to maintain a high level of energy throughout the day
- Considerable ability to take initiative and improvise.

Commitment to maintaining a high degree of confidentiality, professionalism, and cultural awareness/sensitivity.

To apply:

Email a cover letter, resume and at least 2 references to youthacademy@nic.bc.ca.

This position remains open until filled.

We recommend all applicants review the summer schedules available at nic.bc.ca/youth-academy to familiarize with the camps offered and the schedule structure.