Position Title: Instructor – Mini University Sciences

Position & Camp Summary
Simon Fraser University Summer Camp Instructors are responsible for providing a safe and fun environment for campers and leading by example when working with other staff and volunteers. The successful candidate will be an energetic, active, and responsible Camp instructor who works well in a team. This position is responsible for assisting in the operation of our various Camp programs. Specific duties include assisting with lesson/activity plans, supervising and coordinating activities, directing volunteers and ensuring the smooth operation of the camp. Mini University Sciences is a full day, one week educational camp in which campers aged 6-14 years learn one science subject per week. Each science subject will cover three subtopics that will only be offered once per age group. Each day includes five hours of class time and one hour of recreation time, which takes place across SFU gyms, fields and pool. Head Instructors are responsible for class time focused on their predetermined subjects and recreation time. They will develop, organize, supervise, and participate in all camp activities. Instructors should be flexible in their areas of placement as positions may change throughout the summer.

Duties and Responsibilities
• Ensure that activities are effectively and safely implemented following risk management protocol; ensure a safe environment for the participants at all times
• Oversee camper behavior and manage discipline issues while maintaining safe, enjoyable activities for all campers
• Keep all expenditures within allocated budget
• Actively supervise and participate in all camp and recreational activities including any co-operative games, sports and swimming
• Facilitate lunch time duties which include lunch room and gym time
• Be a role model for campers and staff by demonstrating positive, enthusiastic, and respectful attitudes and behaviour
• Evaluate Head instructors and Volunteers
• Ensure all facilities are cleaned and taken care of
• Be prepared to be flexible with hours, assignments, and other unavoidable changes
• Maintain a high level of respect and professionalism when interacting with volunteers, instructors, head instructors, programmers, head programmers and managers
• Effectively communicate and cooperate with other instructors, Head Instructors and Administration
• Adhere to the policies and procedures set out by the Programmers
• Additional responsibilities as directed by Camps Administration

Qualifications
• Experience working with children; demonstrated ability to interact with all relevant ages and understanding of the development needs of children and youth
• A desire to work in a positive environment with children; ability to relate to children and youth in a positive manner
• Demonstrated ability to observe camper behaviour, assess its appropriateness, enforce safety regulations and apply appropriate behaviour management techniques
• Excellent organizational, interpersonal and communication skills (written and verbal)
• Post-secondary experience in the selected subject areas is desirable
• Current Standard First Aid and CPR-C
• A criminal record check will be required upon accepting a position within the Camps program

Terms of Employment
Staff training: June 26th – June 30th
Camp in session: July 4th – Sept 1st
- Typical work hours: Monday to Friday, Between 8AM – 4PM
***Hours are not guaranteed and will be based upon registration numbers of the camp.

Compensation
$12-14 per hour based on qualifications and relevant experience
- Additional 4% paid in lieu of benefits

Application Deadline: April 9, 2017
Find the application form and details of all Camps positions at www.sfu.ca/camps
Please complete the application form, online questionnaire and submit a cover letter and resume to: admin_camps@sfu.ca
- Only candidates selected for an interview will be contacted