

POSTING NO: ESSF 1497

AFFILIATION: CSU 52

**EMPLOYMENT OPPORTUNITY
JUNIOR CAMP INSTRUCTORS
TEMPORARY PART-TIME
(Up to 9 positions - June 22, 2020 to August 28, 2020)**

POSITION SUMMARY:

This position is a member of the Science Camp Instructor team and assists with the delivery of program material and provides administration support for the TELUS World of Science-Edmonton science camp program. The main area of responsibility of this position is to provide positive support to all camp participants by encouraging interactive learning through a variation of science activities. The nature of the work requires that participant interest and safety be maintained according to their abilities and skills through the use of imagination, planned objectives and available resources.

DUTIES:

Reporting to the Manager of Camps and Community Programs and in conjunction with the Summer Science Camp Instructors, the incumbent will:

- Assist and provide support to the Science Camp Instructor in the preparation and delivery of course materials, planning and classroom set-up.
- Interact with participants and provide support and direction on both a group and individual basis to encourage their active participation.
- Supervise participants in a variety of environments, including classrooms, galleries, lunchrooms and outdoors to ensure safety of both participants and TWOSE visitors.
- Supervise participants in the respectful use of camp materials and science centre exhibits.
- Assist Camp Instructor with program evaluation and assess possible further development of materials and activities.
- Along with Science Camp Instructor assist participants to activities or fieldtrips located outside the facility.
- Provide support and programming with special-needs children as required.
- Encourage and model appropriate behaviour for the campers. Deal effectively with those displaying disruptive behaviour as per policies and procedures.
- Responsible for maintaining a safe, clean and inviting environment for camp participants and visitors.
- Complete various administrative and other duties as required.

QUALIFICATIONS:

Knowledge & Abilities

- Strong organizational and communication skills.
- Previous experience working with children and a clear understanding of positive reinforcement.
- Confidence in dealing with conflict resolution and any behavioural issues that may arise.
- Confidence leading programs and activities for children of all ages.

- Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision.
- A sincere interest in science, and a desire to share this interest and help others to develop their skills and knowledge in these areas.
- Ability to follow directions and work both independently and as a team member.
- Must possess a motivated, helpful and responsible attitude.
- Aptitude to interact in a courteous and professional manner with co-workers, volunteers, camp participants and parents.

Education & Experience

- Minimum age 16 and currently enrolled in High School or completed High School Diploma.
- Previous experience in education or science related subjects is valuable.
- Knowledge of Microsoft Word and Excel.
- Well-developed skills in using the internet appropriately with children and as a research tool
- Customer service experience is required.
- Preference may be given to those that qualify for funding through Young Canada Works.

Note: A Security Clearance Check including the vulnerable sector is a condition of employment for successful candidates. The check must be completed prior to commencement of work and is the financial responsibility of the candidate.

SALARY: PT130: \$16.52 to \$20.49 per hour based on 2017-2022 Collective Agreement

HOURS OF WORK: Must be available Monday – Friday for daytime shifts. Up to 32.5 hours per week.

OPENING DATE: January 15, 2020

CLOSING DATE: January 29, 2020

APPLY TO: hr@twose.ca

When applying, please quote posting number and availability. We thank all applicants and advise that only those selected for an interview will be contacted.