



**UBC Geering Up**  
Engineering Outreach

# Camps Student Assistant Job Description



## Terms of Appointment

April 29th, 2024 through to Aug 30th, 2024

## Remuneration

\$20.55 – \$21.14 per hour at 35-40 hours/week. To be paid out according to the calendar set by UBC payroll.

## Why Join Geering Up

- Science communication and teaching experience; teaching hours with Geering Up can typically be accepted by Education programs to fulfill admissions requirements.
- First Aid & CPR certification (unless currently certified)
- Access to a national network of STEM outreach organizations. Learn more about the Actua network [here](#)
- Training on topics such as classroom management, working with youth with exceptionalities, utilizing educational technology
- Equity, Diversity, and Inclusion training
- Leadership & program development opportunities for returning staff members

## What is Geering Up?

UBC Geering Up Engineering Outreach is a non-profit organization dedicated to engaging the children and youth of British Columbia in STEM (Science, Technology, Engineering and Math) through fun, innovative, and hands-on experiments and projects. We recognize that there are systemic barriers that prevent many people from pursuing careers in STEM. Thus, Geering Up strives to reach all children and youth, regardless of gender, ethnicity, culture, or socio-economic status. Over the past 20 years, we have reached over 150,000 youth through summer camps, in-school workshops, community outreach trips, clubs, and more.

More information about Geering Up and our programs is available [here](#). This position supports camps at one of our Vancouver, South Surrey, Richmond, Coquitlam or North Vancouver Locations

## What skills are we looking for?

- Strong experience working with children in a teaching environment
- Proven leadership skills and exceptional teamwork abilities
- Excellent communication and interpersonal skills
- Planning, organizational, multi-tasking, and self-directed work skills
- Proven ability to create and implement working projects and models of scientific concepts
- Special consideration given to those who have worked in a summer camp environment in the past
- Being an active UBC Student is an asset
- All Geering Up Staff must have a Criminal Record Check on file before they may work with children.

We encourage candidates to apply even if they meet only some of the skills criteria listed above

## What would you do in this role?

- Assist in the setup of Geering Up Camps, including registration, bursary systems and management of parent communication
- Design, organize and deliver training sessions for camps instructors
- Act as role model at camps and events
- Assist in day-to-day operations of camps
- Supervise, and provide guidance to camps instructors
- Complete all evaluations and reports in a timely manner
- Perform other duties, as requested by the Camp Coordinators

## How to Apply

Application form can be found on our website: [www.geeringup.apsc.ubc.ca/staff/](http://www.geeringup.apsc.ubc.ca/staff/)  
You must apply via this form. Applications sent via email or via careers online will not be accepted. The deadline for applications is on the website.



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