



UBC Geering Up
Engineering Outreach

How to Apply

Please apply on our website:
www.geeringup.apsc.ubc.ca/staff/

The application form will request you to attach a **resume**. Applications sent via email or via careers online will not be accepted. The deadline for application is listed on our website.

Remuneration

\$25.00 per hour at 40 hours/week.
To be paid out according to the calendar set by UBC payroll.

Why Join Geering Up?

- Gain leadership and project management experience
- Work as an EA outside of the traditional classroom environment
- Help campers with disabilities, language barriers, and support needs have a positive experience in a summer camp environment
- First Aid & CPR certification (unless currently certified)
- Access to a national network of STEM outreach organizations. Learn more about the Actua network [here](#)
- Experience a uniquely hands-on and experiential STEM learning environment
- Equity, Diversity, and Inclusion training
- Leadership & program development opportunities for returning staff members



Educational Assistant Job Description

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](#).

The Educational Assistant trains and leads a team of student staff who ensure the integration of campers with disabilities, language barriers, and other specified support needs in Geering Up summer camps.

What skills are we looking for?

- Completion of a recognized post-secondary special education assistant program or a degree/diploma in a related field
- Experience as an education assistant or related position
- Proven leadership, teamwork, communication, and interpersonal skills
- Planning, organizational, multi-tasking, and self-directed work skills
- The following are considered to be an asset: non-violent crisis intervention training, completion of POPARD coursework, recent experience and training supporting ABA program.
- Ability to speak a second language and a valid driver's license are assets
- All Geering Up Staff **must have** a Criminal Record Check on file before they may work with children

What would you do in this role?

- Provide Integration Support and prepare individual support plans for campers identified as having exceptionalities or language barriers
- Support student learning in science, technology, engineering, and math (STEM) curriculum.
- Communicate with participant parents/guardians to create integration plans for campers identified as needing support
- Lead, train, and support a team of Integration Support student staff to make Geering Up camps accessible for all campers
- Act as a role model for campers and instructors
- Complete all evaluations and reports in a timely manner
- Perform other duties as requested by the Camp Coordinators

Terms of Appointment

Full-time **June 12, 2024 – August 30, 2024**. Accommodations possible for applicants transitioning from a full-time school position. Full time hours will be Monday to Friday from 8:30am to 4:30pm, with some flexibility. Camp staff will work 7:45-3:45pm on Mondays (or the first day of week) during the camp season to accommodate the additional preparations required for the first day of camps each week.

During weeks where camps are running camp staff will work **40 hours/week**. During training weeks, camps staff will work 35 hours a week.



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