



**UBC Geering Up**  
Engineering Outreach



# Offsite Camps Instructor

## Job Description

### How to Apply

Please apply on our website:

[www.geeringup.apsc.ubc.ca/staff/](http://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.

### Renumeration

**\$17.93-18.49** per hour based on the applicants time worked with Geering Up. 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 & workplace advancement opportunities for returning staff members
- Co-op eligible (420-460 total hours)
- Attend our annual staff retreat!

### 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 27 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](#).

Geering Up runs camps off-site in South Surrey, Richmond, North Vancouver, and Coquitlam. Camps Instructors work in pairs to teach week-long STEM day-camps to up to 25 youth each week of the summer.

### What skills are we looking for?

- Strong background in STEM
- Experience working with children, preferably in a teaching environment
- Leadership, teamwork, communication and interpersonal skills
- Planning, organizational, multi-tasking, and self-directed work skills
- Special consideration given to those with formal training in special education and/or disability theory, and those who have worked in a summer camp environment in the past
- Coding experience is an asset
- A driver's license and access to a car is an asset, but not required
- All Geering Up Staff **must have** a Criminal Record Check for vulnerable sectors on file before they may work with children.

### Terms of Appointment

Full-time **June 12, 2023 – August 30, 2023**. 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 (June 14-30), **attendance in-person at UBC Vancouver is mandatory**, and during this time camps staff will work **35 hours a week**.

### What would you do in this role?

- Work with a co-Instructor to deliver educational and engaging STEM activities in week-long camps at **one of the following locations** depending on the information you provide during your application and interview:
  - South Surrey, Richmond, North Vancouver, or Coquitlam
- Act as an Instructor and role model at camps
- Follow safety and risk management policies and ensure every student is safe and having fun
- Supervise, and provide guidance to volunteer personnel
- Complete all evaluations and reports in a timely manner
- Assist in prep tasks at the end of each day
- Perform other duties, as requested by the Camp Coordinators



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