



# WLB Before Care Instructor Job Description

## Terms of Appointment

Part-time June 12, 2024 through to September 1, 2024. Includes two team meetings before the work term as well as training on a few evenings or weekends of the work term. Part-time hours will be Monday to Friday from 8:00am-10:00am.

### Remuneration

\$17.93-18.49 per hour at 10 hours/week. To be paid out according to the calendar set by UBC payroll.

## What would you learn?

- 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](#).

## What skills are we looking for?

- Experience working with groups of youth is an absolute necessity. Examples of this could include community centres, day camps, overnight camps, babysitting, coaching, or daycares
- Flexible, collaborative, and highly organized
- Excellent communication and interpersonal skills are extremely important
- Capable of multi-tasking and comfortable with planning and executing tasks in a self-directed work environment
- 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?

- Check in campers and check out to Camp instructors before the start of camps (8:00am-9:00am)
- Work with other instructors to prepare engaging and interesting activities
- Set up venue where campers will be supervised before camp
- Lead campers in games and adjust activities according to camper needs
- Follow safety and risk management policies and ensure every student is safe and having fun
- Provide suitable care to campers, be adaptable and exercise good judgement
- Supervise, and provide guidance to volunteer personnel
- Complete all evaluations and reports in a timely manner
- Perform other duties, as requested by the Camp Coordinators

## How to Apply

Please complete and submit the following items to Geering Up: Application forms 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. The application form will request you to attach your resume on the last page. Applications sent via email or via careers online will not be accepted. The deadline for applications is on the website.