



Educational Assistant

Job Description

Terms of Appointment

Full-Time **April 28th, 2025**
through to **August 31st, 2025**.

Remuneration

\$21.17-25.00 per hour at 35
hours/week April-June and
40 hours/week July-Aug. 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. Systemic barriers prevent many people from pursuing careers in STEM, so Geering Up strives to reach all children and youth, regardless of gender, ethnicity, culture, or socio-economic status. Over the past 29 years, we have reached youth through events, summer camps, in-school workshops, community outreach trips, clubs, and more. Find more information about our programs [here](#).

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 skills and exceptional teamwork abilities
- Excellent 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 licence are assets
- 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?

- 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 mat (STEM) curriculum
- Communicate with participant parents/guardians to create integration plans for campers identified as needing support
- Lead, train, and support a team 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

How to Apply

Application form can be found on our website:
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.