Virtual Ventures hires university students each summer to instruct our day camps. We are looking for individuals who are innovative, enjoy engineering, technology and working with children in junior kindergarten to grade 12. Instructors must develop and teach camp curriculum, deliver school workshops, be a team player and be able to work independently.

**2022 Instructor Hiring**

The first step of our hiring process is to submit your resume and lesson plan with the online application form. Based on the strengths of the application, the hiring committee will invite selected candidates to an interview.

**Job Description**

**Job Title:** STEM Summer Camp Instructor  
**Work Term:** Monday, May 2 – Friday, August 19, 2022 (full time, 40 hours/week, Monday-Friday)  
**Program:** Virtual Ventures Engineering and Technology Summer Camps  
**Location:** Carleton University  
**Hourly Rate:** $16.00

**Information on Team:**  
You will work with other university students as well as high school students and volunteers in teams and individually to present engineering and technology curriculum for children in junior kindergarten to grade 12.

**Key Duties:**
- To research and develop highly engaging and innovative engineering & technology curriculum that aligns with camp goals and to present it in enjoyable ways to campers
- To provide workshops in person and/or online to in-person and virtual classrooms during the months of May and June that complements the Ontario school curriculum
- To develop all camp curriculum and have lesson plans completed prior to the start of camps
- To take initiative and be constantly improving programming for Virtual Ventures
- To be responsible for groups of 10-30 campers (depending on age). Campers are in kindergarten – grade 12
- To attend and be prepared for each day of camp
- To commit to and complete tasks during work hours
- To listen and participate in discussions with campers, other staff members, and directors
- To conduct your duties in a respectful and courteous manner to fellow instructors, campers, parents and all other stakeholders
- To keep accurate documentation and submit a final report at the end of the summer
Qualifications:
- Carleton University student enrolled in engineering, science and/or technology related programs
- Demonstrated interest in and prior experience/exposure to engineering and technology (science fairs, projects, clubs, etc)
- Creative, engaging and fun personality
- Computer literacy required (basic programming an asset)
- Strong leadership skills
- Excellent communication and teamwork skills
- Required to undergo a Police Record Check for the Vulnerable Sector before the start of the position

Ideal candidate:
- Some experience working with children (Example: Previous camp or classroom experience)
- Prior experience in a mentoring/coaching role (Examples: Summer camp counselor, sports coach, lifeguard, arts/educational instructor)
- Passionate about sharing STEM knowledge
- Ability to explain complex concepts in a simplified manner
- Innovative ideas
- Approachable
- Good problem solver
- Works well in a team and independently

Please note:
An instructor position at Virtual Ventures will be full time from May to August. A work term at Virtual Ventures will have three main components:

Training (first one-two weeks of May and last week of June)
All instructors will receive thorough training in areas such as first aid, training for medical or behavior conditions, equity, classroom management, etc.

Curriculum Development and Outreach (May and June)
Instructors will develop curriculum to be used during the summer and deliver in-person and/or virtual hands-on workshops to schools and groups.

Summer Camp (July and August)
Instructors will teach the curriculum developed in May and June to campers each week.

To Apply:
Complete the application form found on our website and submit with your resume, lesson plan and any other relevant documents you would like to include in your application.