2020/2021 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: UNEX2 - Spring Break Camp Instructional Assistant

DEPARTMENT NAME: Continuing Studies

CONTACT NAME: Miranda Angus

JOB DESCRIPTION:

We are looking for energetic, engaging individuals to support instructors and learners aged 12-16 in spring break camps. Camps run March 15-19 and March 22-29 morning and afternoons. Instructional Assistants will be responsible for the organization and facilitation of activities to support learners both in class and through potential field trips. We are looking for assistants with an interest and background in at least one of: world languages, climate or ecological restoration, arts/photography/drawing, or video game design.

QUALIFICATIONS:

Applicants should:
Have upper-year or graduate students status in a related field
Have experience working with or being a role-model to children or teens in a youth camp or similar educational setting
Be a minimum of 19 years of age
Have the ability to work effectively both as part of a team and independently
Have a friendly, outgoing personality
Have strong organizational and time-management skills
Experience in organizing activities / workshops
Be able to adapt to change in a dynamic, fast-paced environment
Strong cross-cultural communication skills
Pass a criminal and vulnerable sector check when hired
Complete or be willing to complete First Aid training
Have a valid Class 5 BC license (or equivalent from another province)

JOB LOCATION ON-CAMPUS: Continuing Studies Building, plus potential field visits

WORK STUDY WAGE: $15.50/hour (including 4% vacation pay)
DEPARTMENT TOP UP: $3.50/hour

HOURS AVAILABLE: 100

HOW TO APPLY: Cover Letter and Resume to:
Miranda Angus
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Arts, Science, Education, and Technology Programs
Continuing Studies, University of Victoria
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