

Position: Instructor, Summer Academy

Employment Terms

Duration: May 16, 2022 to Aug 26, 2022

Shifts: 8 hours scheduled between 7:30am and 5:00pm

Salary: \$17/hour + 4% in lieu of benefits

Work Location: SFU Burnaby or SFU Surrey

Vacancy: 10 positions (4 Burnaby-only positions, 4 Surrey-only positions, 2 positions in both campuses)

Reports to: Team Lead, Summer Academy and Coordinator, Outreach Programs

About the Position

Summer Academy Instructors will develop and facilitate daily activities for on-campus school workshop visits (May-June) and Summer Academy (July-Aug).

Under the guidance of the Coordinator, Outreach Programs and Team Leads, Summer Academy, instructor responsibilities include, but are not limited to:

- Preparing as instructors for on-campus school workshops and Summer Academy camps by:
 - Attending all scheduled training and preparation sessions;
 - Designing and reviewing STEAM curriculum for on-campus school workshop visits and Summer Academy;
 - Maintaining communication with co-instructors and Team Leads
 - Working collaboratively with co-instructors and Team Leads;
 - Ensuring all tasks are completed accurately and in a timely manner by the deadlines set by the Coordinator or Team Leads;
 - Working and acting in accordance with the organization's code of conduct to accurately reflect the values of SFU;
 - Perform other duties, as requested by the Coordinator or Team Leads.

- Ensuring the smooth delivery of day-to-day operations of on-campus school workshops and Summer Academy camps by:
 - Facilitating daily STEAM lesson plans for on-campus school workshop visits and Summer Academy;
 - Building meaningful relationships with students, families and teachers to maximize their program experience;
 - Communicating effectively with parents, guardians and teachers about the participants' learning and progress in the Academy;
 - Maintaining a record of sign-in and sign-out attendance for enrolled participants;
 - Ensuring participants are safe by implementing effective classroom management procedures and adhering to SFU's COVID-19 safely protocols;
 - Administering first aid when necessary and filling out the necessary documentation.

What We Are Looking For

- Bachelor's degree or current undergraduate students in science, engineering, or education;
- Minimum 1 year of experience working with a large group of children and youth in an education or recreation setting;
- Strong classroom and behaviour management skills;
- Excellent facilitation skills;
- Excellent communication skills;
- Excellent team player;
- Excellent customer service skills;
- **Possess current Standard First Aid and CPR-C certification or willing to obtain one before the start date;**
- **Successful candidates will be required to provide a Criminal Record Check prior to the start date.**

To Apply

Please submit your application [here](#) by **Monday, May 2 at 3pm**.

Background

SFU Applied Sciences Outreach (with Science ALIVE) acknowledges the unceded Traditional Coast Salish Lands including the Tsleil-Waututh (səlilwətaʔt), Kwikwetlem (kʷikwəłəm), Squamish (Skwxwú7mesh Úxwumixw) and Musqueam (xʷməθkʷəyəm) Nations.

SFU Faculty of Applied Sciences Outreach (with Science ALIVE) strives to engage youth in hands-on STEAM (Science, Technology, Engineering, Art & Design, Mathematics) programs to build measurable skills and improve self-confidence. Aligned with the SFU Faculty of Applied Sciences' mandate, we aim to dispel stereotypes in the field of science and engineering and work towards achieving diversity and inclusion. We work to empower those traditionally under-represented groups in STEAM by developing barrier-free programs for girls, at-risk youth, and Indigenous communities.

SFU Applied Sciences Outreach (with Science ALIVE) is guided by SFU's Equitable Employment policy: The goal of employment equity at Simon Fraser University is to ensure that no individual is denied access to employment opportunities for reasons unrelated to ability or qualifications, such as gender or race. Consistent with this principle, the University will advance the interests of underrepresented members of the workforce, specifically Aboriginal people, persons with disabilities, visible minorities, and women (the designated groups); ensure that equal opportunity is afforded to all who seek employment at the university, and treat equitably all employees.