



Business Camp – Spring and Summer Instructor

Posting: Business Camp Instructor

Salary Range: \$17.00+/hour

Duration of Employment: May to August

A. NATURE & SCOPE

Are you currently pursuing a program in Business or Education? Do you enjoy working with children and youth? Business Camp is currently seeking instructors starting this spring. The successful candidates will have the opportunity to design and execute activities that provide ample opportunity for sharing their passion of business and entrepreneurship with youth. Business Camp facilitates a fun and exciting work environment with other post-secondary students while teaching and inspiring youth ages 9-14! The instructor position will commence at the end of April and finish end of August. This position is part-time in May/June, and full-time in July/August. May/June consists of camps planning and prepping. July/August consist of camp delivery. If this sounds like the job for you, apply now to join Business Camp for this coming season!

B. CHARACTERISTIC DUTIES AND RESPONSIBILITIES

- Design lesson plans for children that teach the fundamentals of Business and Entrepreneurship in a fun and interactive way
- Assist with development of the summer camp project package including designing prototypes for age-appropriate, engaging, hands-on projects; completing project write-ups, a project lesson plan schedule; project supply budgeting, preparing supplies/classrooms; and ensuring safety standards are met
- Work as a team of Instructors each day while leading camp youth from Grade 4 to Grade 9. This includes general day-to-day camp support of children and Instructors, leading/instructing activities, preparing project materials, movement/body breaks, lunch and bathroom supervision, interacting with Guardians at Sign-in/out and tell them how their child's day was
- Ensure the safety of the students and all safety standards are being met
- Responsible for supervising campers and ensuring workrooms and camp rooms stay clean daily
- Work collaboratively with other staff to create the best camp atmosphere possible and

- implement curriculum
- Abide by University of Calgary camp policies and procedures

C. QUALIFICATIONS

- Preference given to undergraduate students in the Faculties of Business or Education
- Prior experience with children is an asset
- Completion of Grade 12 education required
- Excellent interpersonal and communication skills
- Ability to work as part of a cohesive team, as well as independently
- Strong organizational skills, with the ability to be flexible and prioritize tasks

Please note that a police security check, CPR/First aid, and safety training will be required subsequent to hiring.

PLEASE SUBMIT RESUME AND COVER LETTER VIA THE LINK BELOW:

<https://forms.gle/jXMu3urYutxDni6f6>

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The University of Calgary, located in the heart of Southern Alberta, both acknowledges and pays tribute to the traditional territories of the peoples of Treaty 7, which include the Blackfoot Confederacy (comprised of the Siksika, the Piikani, and the Kainai First Nations), the Tsuut'ina First Nation, and the Stoney Nakoda (including Chiniki, Bearspaw, and Goodstoney First Nations). The city of Calgary is also home to the Métis Nation within Alberta (including Nose Hill Métis District 5 and Elbow Métis District 6)