

Summer Camp Instructor (1) - Fraser River Discovery Centre
(Position Dependent on Canada Student Job Funding)

The Fraser River Discovery Centre (FRDC), in New Westminster BC, is an interpretive centre and not-for-profit organization that presents stories of the living, working Fraser River and their contributions to the life, history, and future of British Columbia through exhibits, education programs, and special events. The FRDC is currently seeking one (1) Summer Camp Instructor to join our small, dynamic team of staff and volunteers this summer.

SUMMARY

Reporting to the Education Coordinator, the Summer Camp Instructor will develop curriculum for and teach our upcoming summer camps for students in grades K-5. These camps focus on a variety of topics involving the Fraser River, including environmental science, engineering, history, and biology. Camps will take place within the Centre and include daily trips outside along the boardwalk. The Summer Camp Instructor will work with a team of FRDC volunteers to ensure the best possible experience for the students who attend these camps. The Summer Camp Instructor will also assist the Education department with River School programs in the month of June, as well as special events like Canada Day and Kidsworld during July and August. Finally, the Summer Camp Instructor will assist with daily opening and closing procedures and exhibit maintenance; essential front desk and gift shop coverage; and maintaining the safety and security of the FRDC facility.

RESPONSIBILITIES

- Work with the Education Coordinator and the Education Assistant to develop curriculum for the camps
- Under the guidance of the FRDC's Education Coordinator and Education Assistant, lead the Summer Camps with support from the FRDC's volunteer team
- Assist the Education department with River School programs, as well as special events throughout the summer
- Maintain the safety and security of the FRDC exhibits and facility for all visitors, staff, and volunteers. Report all maintenance issues to the Operations Manager.
- Other duties as required.

ESSENTIAL QUALIFICATIONS

- Must be able to pass a Criminal Record Check
- Must have Standard First Aid with CPR C and AED
- Proven experience developing and/or working with students in a camp environment
- Proven skills in customer service and interacting with a diverse range of audiences (schoolchildren, seniors, etc.)
- Strong interpersonal and communication skills, both verbal and written
- Competency in essential computer skills such as Microsoft Office
- Excellent presentation and public speaking skills
- Excellent time management, memorization, organization, and problem-solving abilities
- Ability to work effectively independently and in a team

DESIRED QUALIFICATIONS

- Completion of high school diploma, some post-secondary education in a related subject preferred (eg. Biology, History, Environmental Science, etc.)
- Experience working at a summer camp or another primary education program is preferred
- Experience working with volunteers is desirable

RATE: \$14.75/hour plus 4% in lieu of vacation

DURATION: June 5th, 2019 to August 27th, 2019

HOURS: 37.5 hours per week, normally 8:00am-4:00pm during camp weeks and 8:30am-4:30pm during non-camp weeks (must also be available for stat holidays and weekends)

APPLICATION DEADLINE: April 26th, 2019.

To apply, please email résumé and cover letter in confidence to:

Janine McNeilly, Education Coordinator

Email: jmcneilly@fraserriverdiscovery.org

We thank all applicants for their interest, however, only those selected for an interview will be contacted.