



POSITION DESCRIPTION

Title: Summer Camp Instructor

Reports To: Education Director

FLSA Classification: Non-Exempt

Status: Temporary (3-week position, weeks of July 12, July 19, and August 2), 45 hrs/wk

Pay Rate: \$25/hr (McMinnville School District licensed staff will receive curriculum rate)

Approved By: Education Director

Effective Date: June 2021

POSITION SUMMARY

Summer Camp Instructors will deliver Evergreen Aviation & Space Museum curriculum to 3rd-9th graders over the course of one-week long aerospace camps. This position requires a dynamic individual with experience educating diverse students in group settings. We are seeking a teacher who is compassionate, creative, patient, and highly organized to join our Education Team. These summer camps offer exciting aerospace opportunities, including hands-on activities, problem-solving projects, and unique museum tours. Curriculum is provided with all activities and materials determined.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Deliver engaging curriculum for aviation and space-themed summer camps.
- Create an environment where the sky is the limit, experimentation is encouraged, failure celebrated, and students are encouraged to collaboratively problem solve.
- Supervise youth with Camp Assistants in order to facilitate a fun, interactive, and welcoming environment.
- Instruct Summer Camp Assistants in prepping materials and classroom for hands-on activities.
- Prepare and maintain classroom to create an effective learning environment and inspire the next generation of innovators and problem solvers.
- Communicate effectively with students, guardians, and staff about programming.

QUALIFICATIONS

- A Bachelor's degree in Education, History, Aviation or a related field is required.
- Experience working in educational settings, especially with K-12 school-aged children is required.
- Certifications in educational instruction from an accredited institution or organization is advantageous.
- Any combination of experience and education will be considered in lieu of meeting exact qualifications.

KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to engage students with a variety of learning styles.
- Ability to continually evaluate and modify existing curriculum to achieve maximum engagement with students.
- Ability to create a fun environment for students and staff.
- Strong interpersonal and communication skills, in writing and orally across various media, that adhere to confidentiality and protocol.
- Strong facilitation and presentation skills.
- Good classroom management experience, including time management, coordination, and organizational skills.
- Must be self-motivated and able to work alone and without supervision much of the time.

PHYSICAL DEMANDS

- Regularly performs tasks with hands and fingers for grasping and holding objects.
- Regularly performs office-related tasks at a desk or workstation while sitting, such as: keyboarding, phones, handwriting, filing, etc.
- Sometimes pushes, pulls, lifts, and/or carries up to 50 pounds across a distance with or without supportive devices.
- Sometimes stands, walks, bends, stoops, crouches, reaches, climbs, and kneels throughout the work day.

OTHER DUTIES

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.