SUMMER CAMP INSTRUCTOR


Job status: Full-Time, Hourly, Seasonal (June 15 – September 1)
Position reports to: Summer Camp Manager
Starting salary: $15.50 / hour
Work week: Monday-Friday 8:00-4:30

A Summer Camp Instructor is part of the Education Team and is responsible implementing educational summer camp programs in accordance with lesson plans and classroom standards prescribed by the Summer Camp Manager. This is a vital position responsible for maintaining the high educational quality of KQCM’s summer programs while making it a fun and positive experience for all participants. This position requires strong classroom management skills, knowledge of the educational needs and styles of children 4-8 years old, multitasking ability, good judgment, volunteer management skills, patience, and enthusiasm for teaching. Summer Camp Instructors work closely with and report to the Summer Camp Manager.

Experience and Qualifications:
- 18 years or older at the beginning of summer camp season
- Friendly, outgoing, and enthusiastic personality
- Detail oriented and extremely reliable
- Experience working with children ages 4-8 years old
- Comfortable working with groups of up to 25 children in a classroom setting
- Comfortable managing volunteers, especially teens
- Comfortable working with children with special needs
- Ability to communicate effectively with a wide variety of individuals including staff, children, and parents
- Ability to follow a lesson plan
- Willingness to uphold a high standard of educational excellence in alignment with KQCM’s play-based educational philosophy and mission
- Ability to stand for extended periods of time, lift from ground to above shoulder, climb stairs and ladders, bend, stoop, sit, push, pull and perform tasks requiring manual dexterity.

Responsibilities and Duties:
- Attend assigned training sessions
- Meet with Summer Camp Manager to ensure a thorough understanding of camp curriculum and expectations
- Prepare materials in accordance with lesson plan created by Summer Camp Manager
- Daily set-up and clean-up of camp room
- Facilitate both individual and group play-based hands-on activities and lessons
- Maintain a positive learning environment
- Maintain high safety standards at all times
- Keep classroom and materials in optimal condition
- Communicate with parents and caregivers before and after camp as needed
- Keep Summer Camp Manager updated on supplies and camper issues as needed
- Perform other related duties as assigned

In order to serve the best interest of museum patrons, KQCM will:
- conduct a criminal background check on all prospective employees
- require proof of immunizations within thirty days of employment
- require certification in Adult, Child, and Infant CPR, First Aid, and AED

To apply for this position please submit an application to: jobs@kidsquestmuseum.org
Faxed or Mailed applications are also accepted. No phone calls please.

To download your application and find out more, please visit kidsquestmuseum.org

KidsQuest Children’s Museum is an equal opportunity employer and committed to workforce diversity. Our mission is to create learning through the power of play and exploration that connects children to their communities and the world.