



2021 SUMMER CAMP TEEN LAB ASSISTANT

Posting Date: April 8, 2021

Position Title: Teen Lab Assistant

Status: non-paid volunteer opportunity, school credit, community service credit

Reports to: Programs Coordinator

BACKGROUND:

The Elementary Institute of Science (EIS) is a non-profit, student-centered organization that provides after-school, weekend, and school break "learning laboratory" classes for students in grades 2 through 8. All classes are designed to provide participants with scientific information and its direct application to their life and well-being. Students explore multiple topics including Biology, Chemistry, Environmental Science, Marine Biology, Health, Sustainability, Computer Science, Photography, Robotics, and Engineering. EIS encourages student involvement, innovation, and creativity through trial-and-error problem solving and teamwork. EIS is located in southeast San Diego, across the street from the Euclid Avenue Trolley station.

We are looking for high school volunteers who want to hone their communication skills, develop leadership skills, and support STEM education opportunities for communities who are most underrepresented in STEM.

Teen Lab Assistants will be expected to volunteer from June 21 until August 27. There will be at least one day of orientation and training prior to the beginning of camp. Teen Lab Assistants will be assigned to a minimum of 2 weeks of Summer Camp, Monday through Friday from 8:30am-4:30pm (weeks do not have to be consecutive).

Teen Lab Assistants will have frequent contact with students and instructors. Teen Lab Assistants will meaningfully aid our work to improve summer camp learning and fun experiences for children in ages 7-14.

POSITION OVERVIEW

The Elementary Institute of Science is looking for Teen Lab Assistants to assist in STEM lessons and activities in the classroom during our ten-week long science summer camp.

DUTIES AND RESPONSIBILITIES

Although specific tasks of the Teen Lab Assistants will vary depending on the classroom they are assigned to, the following list provides an idea of the scope of the position.

Assist STEM Instructors with lessons, activities, and experiments with a group of 10-12 children ages 7-14 (2nd-8th graders) at the EIS Summer Camp. EIS Summer Camp begins the week of June 21st-25th and runs through the week of August 23rd-27th. Teen Lab Assistants will be assigned to a minimum of 2 weeks, working daily shifts Monday-Friday from 8:30am-4:30pm (weeks do not have to be consecutive).

- Stay with assigned lab/instructors to assist with one of the following age groups (7-8, 9-11, and 12-14 years old)
- Work with the instructors to conduct experiments and activities in the lab/classroom
- Assist instructors with material and equipment set-up, preparation, and clean-up



- Maintain a safe and controlled environment during all lessons and activities
- Assist EIS staff, volunteers, and interns with supervision of students during lunch and snack breaks, including leading games and other recreational activities
- Serve as a role model to students to ensure attention to all of the following: program, health, happiness, discipline, cleanliness, safety, routine duties, character and skill development
- Under the supervision of the EIS staff, reinforce behavior expectations to ensure the health and safety of campers
- Understand, follow, interpret, and enforce all camp rules, policies, and procedures
- Communicate with EIS staff to find solutions to problems with facilities, programs, and campers

Perform additional job-related duties as assigned.

QUALIFICATIONS

- Must be a high school student entering 11th or 12th grade for the 2021-2022 school year. Students entering 10th grade for the 2021-2022 school year may be eligible *only* if they have previously participated in an EIS program.
- Expresses an interest in a STEM and/or education field
- Excellent writing, organizational, research and oral communication skills
- Interest and/or experience in working with children or youth
- Professional demeanor and work ethic
- Time commitment: Minimum of 2 weeks of Summer Camp, Monday through Friday from 8:30am-4:30pm (weeks do not have to be consecutive)
- Strong calling to support underrepresented communities in STEM through education
- Fluency in Spanish or other second language is a plus but not required

LOGISTICS

Location: 608 51st Street San Diego, California 92114

Compensation: Hours may count towards high school volunteer/community service requirements. Lab Assistants will receive a reference letter for scholarships and college applications

Dates: Flexible with commitment of at least 2 weeks between June 21st – August 27th, 2021

Application Dates: Applications are due Friday, May 21st, 2021 at 11:59pm. All applicants will be notified of their status no later than Friday, May 28th, 2021. Applicants may undergo a phone or virtual interview process.

To Apply: Visit: <https://www.tfaforms.com/4896227> for application, or email Robyn Carlson, EIS Programs Coordinator at info@eisca.org with the subject line "Teen Lab Assistant"