

LAKE ARBOR FOUNDATION, INC. - CAMP INSPIRATION INSTRUCTOR POSITION DESCRIPTION

The incumbent will serve as an Instructor in the designated field/subject matter of the position applied for listed below in an eight-week summer enrichment camp, Camp Inspiration, June 17 - August 9, 2024, Monday-Friday, for children, ages 6 - 12. The incumbent will work 9 days out of a two-week session. No instruction is provided on the field trip day. The Camp Director will provide oversight for the work of the position.

CURRICULUM:

Arts and Crafts

Chess

Math and Science OR STEM

Piano Keyboarding

Reading

Tennis

DUTIES AND RESPONSIBILITIES:

- ◆ Implements creative and engaging curriculum for Camp Inspiration campers for the subject matter being instructed. Prepares and submits lesson outlines to the Camp Director in a timely manner.
- ◆ Ensures that assigned campers are active and engaged throughout the length of class.
- ◆ Administers quizzes and tests to measure camper's progress
- ◆ Ensures that instructional activities are effectively and safely implemented and that campers transition to different classes following proper risk management and appropriate COVID-19 protocols.
- ◆ Demonstrates effective problem-solving skills, patience, and flexibility, while creating and coordinating safe and enjoyable activities for all campers.
- ◆ Maintains effective communication with Camp Inspiration leadership, and a positive and enthusiastic attitude with staff, parents, and campers. Always ensures appropriate work ethic.
- ◆ Assesses, oversees, and provides for the general welfare of their group of campers.
- ◆ Demonstrates a desire, commitment, and ability to work with children.
- ◆ Transitions to different classes with the children, assesses the general welfare of his/her group of campers.
- ◆ Completes facilitation of setup and breakdown of classroom environment, and promptness and punctuality at designated duty posts.
- ◆ Performs other assignments as from time to time may be assigned.

WORK SCHEDULE:

During camp operation, Monday through Friday, 8:30am - 4:30pm NTE to exceed four hours. Must be available to attend mandatory Camp training and related parent gatherings as required.

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QUALIFICATIONS:

- ◆ At least a Bachelor's degree or higher in the field applied for.
- ◆ Certification or licensure in the State of Maryland.
- ◆ Minimum of three years teaching experience.
- ◆ Ability to lead, plan, organize, and implement program activities.
- ◆ Demonstrated strong communication, interpersonal, and time management skills.
- ◆ Demonstrated high level of responsibility and accountability.
- ◆ Upbeat, engaging personality.
- ◆ Demonstrates comfort and confident with technology.

CONDITIONS OF EMPLOYMENT:

- ◆ Federal/State Background Check
- ◆ State Child Protective Service Clearance
- ◆ Documented age-appropriate COVID-19 vaccination and required booster(s)