



Camp Coordinator Application

For Office Use Only:
 Date Application Rcv'd: _____
 Approval: _____

IMAG History & Science Center is hiring 2 coordinators for our Science and History summer camps. As a camp coordinator, you will oversee Pre or Post camp; oversee Sign In our Out, including accepting payments for lunches, t-shirts, and pre/post care; organize and distribute camp supplies, including rosters, activity supplies, t-shirts, lunches, etc.; shop for camp supplies as needed; handle all incidents involving injuries, behavior, illness, etc. cover lunch and bathroom breaks for teachers; assist with prepping supplies for activities and events; substitute in the classroom for teacher absences; and supervise Junior Camp Assistants. You must be available for the entire summer, including some days prior to camp to help set up the program. Additional availability the week after camp ends to close up camp a plus.

Job Requirements:

Bachelor's Degree, teaching experience in STEM and/or history subject areas, and currently employed with a local school district or charter organization preferred. Minimum requirements include currently pursuing a degree in a STEM or education field, have completed at least 3 years of undergraduate school, and some experience in informal and formal education. Experience with summer camp, first aid, and CPR certifications also preferred. Experience coordinating camps or other education programs a plus.

Compensation:

If 2 Part Time Coordinators are hired:

\$480/ week based on a 30 hour week. Pay will be prorated for shorter camp weeks and missed hours/days. One shift will be 7:30am-2:00pm and one shift will be 11:00am-5:30pm.

If 1 Part Time and 1 Full Time Coordinator are hired:

\$640/ week based on a 40 hour week. Pay will be prorated for shorter camp weeks and missed hours/days. Hours will be 9:00am-5:30pm or 7:30am-4:00pm. \$320/ week based on a 20 hour work week. Pay will be prorated for shorter camp weeks and missed hours/days Hours will be 7:30-11:30am or 1:30-5:30pm.

Mandatory Training Date :

Training is May 21st, 2019 from 5:30-8:30pm. During training, you will receive a tour of the museum and classrooms, meet the teachers, and go over camp policies and procedures.

Have you been an IMAG Camp Instructor in previous camp sessions? Yes ____ NO ____

Please circle desired camp weeks/grade levels- Please note that selections are not guaranteed.

	Week 1 6/3-6/7	Week 2 6/10-6/14	Week 3 6/17-6/21	Week 4 6/24-6/28	Week 5 7/1-7/5	Week 6 7/8-7/12	Week 7 7/15- 7/19	Week 8 7/22 - 7/26	Week 9 7/29 - 8/2	Week 10 8/5 - 8/9
Grades K-2	Super IMAG Academy	Clue: IMAG Edition	Critter Keepers	Adopt a Bot	IMAG Master Chef	Lego Engineers	Mix and Mash	Backyard Scientists	The Fast and the Curious	The Wright Stuff
Grades 3-5	Nailed It	As Seen On	Wizard School	Game of Games	How to Train Your Robot	Spy School	Frankenputer	Kit Hackers	STEAMhunt	Blockbuster Science
Grades 6-8	No Camp	Tech Garage	IMAG Sci Fi Channel	Ice Cream Wars	No Camp	Drones, Droids, & Robots.. Oh My!	IMAG: Behind the Scenes	A Game of Phones	STEAMhunt	No Camp

 Last Name First Name Current School of Employment

 Home Address City State Zip Code

 Home Phone Cell Phone Other Phone Email Address

What is your education and program coordination background?

What additional qualifications do you have that you can use to coordinate camp?

What educational experience do you have? Please attach a resume.

What hours do you prefer? (All shifts include 30 minute lunch break.)
 Part Time (30 hours) 7:30AM – 2:00PM 11:00am-5:30pm Part Time (20 hours) 7:30-11:30am 1:30-5:30pm
 Full Time 7:30am -4:00pm 9:00am-5:30pm