



Instructional Leader | job description

The GEMS Camp **Instructional Leader** is a part-time paid instructional teaching position reporting directly to the Camp Site Director. This role will be embraced by an upstanding certified teacher who exudes the qualities being taught to *The GEMS Camp* participants. Lesson plans and presentations are provided, but you can make modifications as needed. The Instructional Leader is to consistently and sincerely serve academically and socially as a positive role model to all camp participants.

- **GENERAL RESPONSIBILITIES**

- Lead instructional small group instruction following *The GEMS Camp 5 Karat Academic Curriculum* © in mathematics or science (class size no greater than ten) **(Mon-Thu, Time TBD but before 10:30 am)**
- Incorporate targeted standards for next grade level
- Maintain communication with students as needed, between camp sessions via social media, phone calls, or texts to answer questions
- Assist with set up and clean-up of the classroom along with other camp staff
- Track hours worked on a daily basis
- Communicate with the Camp Director regularly (as needed) via email, phone, text, etc.

- **COMMUNITY SERVICE PROJECT (optional)**

- Help students track volunteer hours and duties performed
- Oversee volunteer leaders assisting girls and provide leadership and ideas for developing and executing of the service project

- **GRADUATION CEREMONY (optional)**

- July 13th (10:00 am - 1:00 pm, Texas Christian University)
- July 27th (10:00 am - 1:00 pm, University of North Texas at Dallas)
- Assemble and present gifts for graduates
- Help set up the room for the graduation ceremony and clean up

- **REQUIRED QUALIFICATIONS**

- College degree required; in a STEM (science, technology, engineering, or mathematics) preferred
- Proof of state teacher certification in a STEM field
- Minimum of three years of classroom teaching experience in math or science subject area
- Able to use instructional technology when teaching (iPads, SmartBoard, Office, graphing calculators)
- Be a self-starter who practices good business skills including communication skills (verbal and written)
- Possesses a sincere concern for adolescent girls as it relates to their academic and social development
- Has reliable transportation to and from camp and other field trips (if attending)
- Must be able to commit to attending all camp sessions

- **OTHER INFORMATION**

- \$750 stipend (2-hour day, paid at the end of the week for 4 sessions, direct deposit)
- Independent Contractor position under IRS guidelines
- **MANDATORY Staff & Student Orientation: TBD**