



CONTRACT POSITION: Voices on the Land - Camp Assistant Instructor

INFORMATION

Department:	Education Language, Literacy, & Professional Development
Location of Work:	Juneau & Ketchikan, AK
Application Deadline:	Applications will be accepted and processed on a rolling basis.

OVERVIEW OF TASK/WORK

Sealaska Heritage Institute (SHI) is seeking individuals to serve as Camp Assistant Instructors for the Voices on the Land Spring Break/Summer Camps. The Camp Assistant Instructor will assist the Camp Instructor in planning and teaching daily lessons and activities. Individuals are eligible to assist with one or more of the following camps:

Spring Break Camp – Ketchikan, AK (March 10-14, 2025)

Spring Break Camp – Juneau, AK (March 24-28, 2025)

Summer Virtual Camp – (Two Weeks – Summer 2025)

Summer In Person Camp – Juneau, AK (Two Weeks – Summer 2025)

SCOPE OF WORK

Prior to Camp:

1. Collaborates with Instructional Team to plan curriculum, based on culture, language and literacy, during pre-camp meetings.
2. Participates in a pre-camp orientation meeting and set-up at the designated site.

During Camp:

1. Collaborates with Instructors to implement planned daily activities and lessons.
2. Provides students with clear expectations, supervision and support.
3. Participates in daily check ins to debrief, address student needs and prepare for the next day.
4. Supports Instructors in implementing showcase event.

After Camp:

1. Work together to breakdown camp and cleanup.

2. Participates in a post-camp meeting and offers feedback.

REQUIRED SKILLS

- Demonstrated effective verbal and interpersonal communication skills.
- Proficient in computer applications, including word processors, virtual meeting spaces, and collaborative document platforms.

PROJECT/CONTRACTOR TIMELINE

The selected Camp Assistant Instructor is expected to commit to the Project as specified by the grant program.

NECESSARY KNOWLEDGE & EXPERIENCE

- Experience coordinating camps or other events.
- Knowledge of Alaska Native culture and education

To Apply: Submit an interest form at this link: [Contractor Interest Form](#)

For this contract position, please make sure to include the following information in your application: three references from others who have worked with the person on projects like this, outline of contractor's experience as it relates to this work.

If you have any questions regarding this contract position, please contact If you have any questions regarding this contract opportunity, please contact Danielle Hass, Voices on the Land Program Manager – danielle.hass@sealaska.com

