



SHI Summer Camps – Summer 2025

Contract Position: Day Camp Instructor (High School – Juneau)

Sealaska Heritage Institute (SHI) is looking for someone to work on a short-term contract as a Day Camp Instructor for our High School STEAM Academy in Juneau, Alaska. An additional contract would be arranged for curriculum development. The contract would go from **March 2025 to August 2025** and requires the availability below:

- High School STEAM Academy (9-12 grade) in Juneau
 - July 21st-July 30th, 2025

The High School STEAM Academy is a camp for students in grades 9-12 to interact with both Western and Indigenous ways of knowing, combining both classroom instruction and field research. This is a 10-day, credit-bearing camp with students being able to obtain a 3-credit university-level environmental science or a .5 high school science credit. The Day Camp Instructor will be responsible for teaching a curriculum infused with STEAM and Indigenous science knowledge systems for approximately 30 youth summer campers. Furthermore, the Day Camp Instructor would be helping to ensure students' safety, well-being, and cultural understanding of material.

The Day Camp Instructor is expected to work closely with the Day Camp Director, Summer Programs Coordinator, Instructor of Record, and HS STEAM Program Manager. The Day Camp Instructor is expected to teach a curriculum to high school students that enhances both their STEAM skills and cultural understanding. In addition, instructors are responsible for fostering a positive learning environment for youth ages 13-19 ensuring their safety, development, skill-achievement, and general well-being in the curriculum. Additionally, the Day Camp Instructor will have to complete required trainings, which include, but are not limited to: Restorative Practices, mandatory reporter training, and sexual abuse prevention training. The total pre-camp preparation would not exceed 20 hours from March to June. The selected candidate will have experience working with youth, engaging communication skills, and experience working with high school aged youth in a classroom setting or beyond.

Responsibilities:

Depending on the type of instruction, the Day Camp Instructor must be available for the entirety of their instruction time at Camp (July 21 – July 30) from the hours of **8 a.m.-5 p.m.** This includes classroom setup and actual teaching time. Housing and meals can be provided at no charge if the candidate is applying from outside of Juneau.

Prior to camp start

- Complete and pass a background check
- Become driver certified through SHI's driver certification program

- Complete all required trainings (can be done virtually)
- Engage in curriculum development (a separate contract from this position) and provide a supply list of what is needed to successfully teach the class

During camp

- Lead culturally relevant curriculum for upwards of 30 students total
- Work with SHI staff and camp director to ensure execution of curriculum in a timely manner
- Engage in daily supervision of students, ages 13-19, to ensure student safety, development, skill-achievement, and general well-being during evening cultural activities
- Assist in hands-on, culturally relevant evening activities
- Maintain regular communication with SHI staff, the camp director, and the camp staff
- Create a fun and welcoming environment for all
- Accompany students on trips and outings
- Intervene in potential incidents when appropriate; follow reporting procedures and chain of command

After camp

- Give any feedback necessary
- Report any final notes/incidents that occurred at camp

Competencies Needed:

- Knowledge of Southeast Alaska Native culture and Southeast Alaska Native communities
- Experience and interest in working with youth
- Demonstrated effective verbal, written, and interpersonal communication skills
- Previous experience working with youth
- Teaching experience, either certified or an equivalent

Regular responsibilities:

- Fulfill summer staff training requirements prior to camp start date
- Assist in facilitating a welcoming and supportive camp environment
- Provide direct support to campers and staff during transition times between scheduled activities
- Regularly communicate with camp staff about student progress
- Other duties as assigned

Work Environment:

This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, and climbing all day. This may also include activities such as hiking, swimming, and canoeing. We will also be working with animal hides, meat, and carcasses. The employee must frequently lift and/or move objects up to 20 pounds and occasionally lift and/or move objects up to 50 pounds.

Supervisory Responsibility:

This position will not have supervisory responsibilities.

Compensation:

This position pay will be based on teaching experience and will be paid hourly. This includes hours spent in training, planning meetings, and during camp.

Other:

None.

To Apply:

Please fill out the following form: <https://wkf.ms/46O29WE>. If you have questions about the position, please email Maddie Henson at maddie.henson@sealaska.com or call (907) 586-9210.