



## SHI Summer Camps – Summer 2025

### **Contract Position:** Day Camp Instructor (Middle School - Juneau)

Sealaska Heritage Institute (SHI) is looking for someone to work on a short-term contract as a Day Camp Instructor for our Middle 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:

- Middle School STEAM Academy (6-8 grade) in Juneau
  - Early to mid-June

The Middle School STEAM Academy is a 5-day camp for students in grades 6-8 to interact with both Western and Indigenous ways of knowing, combining both classroom instruction and field research. The Day Camp Counselor will be responsible for assisting staff with classroom and field activities and supporting approximately 10 youth summer campers. 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, and MS STEAM Program Manager. The Day Camp Instructor is expected to teach a curriculum to Middle 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 10-14 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 Middle School aged youth in a classroom setting or beyond.

### **Responsibilities:**

The Day Camp Instructor must be available to stay the entirety of Camp (early to mid-June) from the hours of **8 a.m.– 5 p.m.**

### **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 and provide a supply list of what is needed to successfully teach the class

### **During camp**

- Lead culturally relevant curriculum for upwards of 12 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 10-14, 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](mailto:maddie.henson@sealaska.com) or call (907) 586-9210.