



**Position:** High School Intern – Science Venture

**Eligibility:** Position limited to candidates who have previously been a Junior Counsellor (JC) for Science Venture, and must be at minimum 16 years old

**Number of Positions Available:** 2

**Job Location:** University of Victoria, Victoria BC

**Term:** June 24th to August 26th, 2024

**Salary:** \$17.40/hr; 35hrs/week

**Deadline:** Friday May 3<sup>rd</sup> at 4:30 pm

## Description

---

The University of Victoria's Science Venture program has been delivering STEM (science, technology, engineering, and mathematics) programming to Vancouver Island youth (ages 5-18) since 1991. Through innovative in-school workshops, after-school clubs, summer camps and events, our mission is: To inspire all Vancouver Island youth to explore their potential and discover their vital role in the world through life changing STEM experiences.

Science Venture instructors are a team of dynamic, passionate, and engaging leaders who are committed to delivering hands-on science, technology, and engineering programs for youth. Our team strives to provide high-quality high-impact programs to youth in our community, so they can build confidence and be successful in their future.

As part of our inaugural high school intern class, your job will be to step behind-the-scenes of Summer Camps programs and assist with the day-to-day operations working alongside our team of Camp Coordinators.

Your term at Science Venture will have two main components:

### **Training** (1 week in June)

Participating in training sessions pre-camp. You can expect to receive training on Science Venture policy & procedures, lab safety (WHMIS/General Lab Safety), camp logistics and leadership-

### **Summer Camp** (8 weeks in July and August)

Supporting Camp Programming for 8 weeks. Maintaining an inclusive and safe space for ALL youth. Following daily camp procedures (sign-in, lunch duty, sign-out, extended hours, injury reports). Providing support to various camp groups and instructors. Assisting with weekly event set up and take-down. Collaborate with the JC coordinator to ensure the Monday morning JC huddles go smoothly and to help distribute supplies to JCs and camps. Provide mentorship and assistance to the JCs. Contributing to the future of the program by participating in evaluation, providing feedback, and sharing success stories.



University  
of Victoria

## Qualifications

---

Applicants must:

- Be interested in working with Youth and STEM
- Pass a Criminal background check when hired
- Complete First Aid training with CPR C before the start of camps
- Have at least one summer of JC experience with Science Venture
- Be at least 16 years old. Youth entering Grade 12 or who have completed Grade 12 but not yet started post-secondary are welcome to apply as well.

Assets:

- Conversational French or ability to speak other languages

Key Competencies:

- A passion and interest in STEM, art, and technology
- Experience working/volunteering with youth in a camp or educational setting
- Ability to act as a role model to youth and work in a team environment
- Openness to learning and feedback
- Ability to be resourceful, flexible and adaptable to a fast paced work environment

## Application Procedure

---

### 1. Prepare Your Application

To apply for this position, please submit a cover letter, resume, and completed application form. Our application form is available on our website.

### 2. Apply

Please email the completed application package to <svcamps@uvic.ca>. **Application deadline:** May 3<sup>rd</sup>, 2024. Only those shortlisted will be contacted by email to schedule an interview.

### 3. Questions?

Krystyn Dubicki, Manager of Programs, Science Venture

Email: svprograms@uvic.ca

Phone: 250-721-8158