

Worldwide Youth in Science and Engineering Program

Engineering Summer Camp Counselor

This job is a part of the WYSE program at The Grainger College of Engineering

Function:

Counselors are responsible for planning, leading, and implementing community-building experiences for participants of the WYSE summer camps. This includes small and large group activities, but always with a counselor to camper ratio of 1:15 or smaller. Counselors are responsible for the safety and well-being of the participants and act as a role model and mentor for all participants.

Organizational Relationship:

Counselors will report to Lead Counselor or the Assistant Director who reports to the Engineering Outreach and Public Engagement Coordinator (Camp Director).

Duties and Responsibilities:

- Assist with camp preparations including kit building and website preparation.
- Make sure campers are safe, that they feel a sense of belonging, and that they are actively engaged in scheduled academic, recreational, and social activities during the evenings of the camp.
- Work closely with and be responsive to the camp leadership and staff to plan, engage, support, and coordinate the activities for the campers throughout the week.
- Use camper feedback and observations to suggest modifications and improvements to the camp experience.
- Maintain good order and discipline during online sessions
- Actively plan and facilitate formal and informal evening activities and materials.
- Occasionally assist with day schedules (e.g. technical assistance or lab assistance)
- Assist with planning and facilitating the closing ceremony for assigned camps.
- Complete all paperwork with engineering HR before beginning work on the first day of camp (Sunday). Failure to do so will result not being able to work.
- Review and become familiar with camp policies and procedures prior to the first day of camp. Failure to comply with camp policies and procedures will be grounds for dismissal.
- Attend counselor training session(s) and staff meetings as required by camp leadership.

Important Dates:

- May 16- September 4: Dates of Employment
- Saturday, May 29 (2:00-4:00pm) Initial training session.
- Sunday, June 13- Friday August 5 Camp sessions. See <https://wyse.engineering.illinois.edu/summer-camps/> for more details.
- Additional dates/times may be requested by the session coordinator or camp director

Day of the Week	Typical Camp Hours
Sunday	3:30-6:00pm
Monday – Thursday	11:00am -12:00 pm, 4:00–6:30pm
Friday	2:00-5:30pm

Compensation:

Counselors will be paid an hourly rate of \$11.50/hour. Overtime will be paid as 1.5 times the aforementioned amount. A Counselor typically works 15-20 hours in a camp week.

Restrictions:

- If an Undergraduate Counselor is enrolled for **3 hours or more** at the University of Illinois, Urbana-Champaign, at any point during the summer (Summer Session 1 and/or Session 2), they are restricted to working **a maximum of 28 hours per week** (not just during the period of enrollment), inclusive of ALL employments on campus. For international students in their first or last period of enrollment, then the maximum is **20 hours per week**. Note that this restriction is only for undergraduate students.