

**Kramden Institute, Inc.**  
**Position Title: Assistant Instructor – Camps**  
**Type: Temporary**  
**Reports To: Education Manager**



**Kramden Institute: Providing Technology Tools and Training to Bridge the Digital Divide.**

Each summer, Kramden Institute offers high quality STEAM (Science, Technology, Engineering, Art, and Math) camps to students in grades 3-12. Assistants are needed to provide support and ensure a fun and safe camp experience. Camps will take place at Kramden Institute (5010 NC Hwy 55, Durham, NC 27713) in-person. The typical schedule for an Assistant Instructor is 8:30 am – 4:30 pm.

Assistants are needed for the following camps.

- **Build a PC (grades 6-8)**, June 14-16
- **Computer Quest (grades 3-5)**, June 19-24
- **Build a PC (grades 9-12)**, June 19-20
- **Let's Code! Coding Basics (grades 3-5)**, June 26-30
- **Drone Flight (grades 6-8)**, July 6-7
- **Electronics: Motor Motion (grades 6-8)**, July 10-14
- **Digital Creativity (grades 6-8)**, July 17-21
- **Computer Quest (grades 3-5)**, July 24-28
- **Build a PC (grades 6-8)**, July 24-26
- **Let's Code! Coding Basics (grades 3-5)**, July 31 - August 4
- **Build a PC (grades 9-12)**, August 3-4
- **Electronics: Motor Motion (grades 6-8)**, August 7-11
- **Drone Flight (grades 6-8)**, August 7-8
- **Creative Game Design (grades 6-8)**, August 14-18

The Assistant Instructor will:

- Support the lead instructor in the presentation of camp curriculum
- Lead campers in icebreakers, games, and other activities at the beginning and end of each day
- Supervise campers during lunch and snack breaks, including indoor and outdoor activities
- Set expectations of behavior and manage students to ensure a positive learning environment for all
- Maintain accurate attendance and participation documentation for each camp
- Implement Kramden's camp surveys for program assessment
- Create a fun and comfortable environment for learning

**Employment Requirements:**

- High school diploma or GED
- Experience working with students in grades 3-12
- Excellent verbal communication skills with ability to present ideas and information clearly
- Ability to confidently manage student behavior
- Criminal background check
- A valid driver's license and reliable transportation
- Commitment to working with students from differing backgrounds and of varying levels of ability

**Desired Background/Skills:**

- General knowledge of the camp subject matter is preferred but not required
- School teachers are encouraged to apply

**Kramden Institute, Inc.**

**Position Title: Assistant Instructor – Camps**

**Type: Temporary**

**Reports To: Education Manager**



**Compensation:**

- \$15 an hour
- A two-hour paid training is required. Tentative training date – June 3, 2023

*To apply, send an email with your résumé to [jobs@kramden.org](mailto:jobs@kramden.org). Include the words "Assistant Instructor - Camps" in the subject line. Please also include what camps/dates you are available. Preference will be given to applicants who apply before March 1, 2023.*