

**Kramden Institute, Inc.**  
**Position Title: Lead 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. Lead instructors are needed to teach camps and supervise campers in coordination with an assistant plus Kramden education staff. Camps will take place at Kramden Institute (5010 NC Hwy 55, Durham, NC 27713) in-person. The typical schedule for a Lead Instructor is 8:15 am – 4:30 pm.

Lead instructors are needed for the following camps, listed with their main topic and skill areas.

- **Computer Quest (grades 3-5)**, June 19-24 AND July 24-28: Basic computer hardware
- **Let's Code! Coding Basics (grades 3-5)**, June 26-30 AND July 31 - August 4: Scratch coding
- **Electronics: Motor Motion (grades 6-8)**, July 17-21 AND August 7-11: Basic electronics and mechanical design
- **Digital Creativity (grades 6-8)**, July 17-21: Digital image editing and simple video production

The Lead Instructor will:

- Present the camp curriculum (each camp day has three 90-minute teaching blocks)
- Prepare materials and set up activities for each camp day
- Coordinate with assistant instructor on other camp activities (icebreakers, games, lunch and snacks)
- Set expectations of behavior and manage students to ensure a positive learning environment for all
- Take the lead in managing and resolving behavioral and medical incidents
- Manage the recording of attendance and participation
- Oversee implementation of surveys for program assessment
- Create a fun and comfortable environment for learning

**Employment Requirements:**

- College degree
- 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:**

- Knowledge of the camp subject matter or demonstrated ability to learn material quickly
- School teachers are encouraged to apply

**Compensation:**

- \$20 an hour
- A paid training on camp curriculum
- A two-hour paid training on camp policies is also 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 "Lead 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*