



# STEM Workshop and Camp Instructor Job Description

## Terms of Appointment

Full-Time **April 28th, 2025 through to August 31st, 2025.**  
This position qualifies as a UBC Co-op role.

## Remuneration

\$18.47 - \$19.04 per hour at 35-40 hours/week. To be paid out according to the calendar set by UBC payroll.

## Why Join Geering Up

- Experience teaching and communicating STEAM concepts; teaching hours with Geering Up can typically be accepted by Education programs to fulfill admissions requirements
- Experience managing a team of staff in a fast-paced and fun environment
- First Aid & CPR certification (unless currently certified)
- Access to a national network of STEM outreach organizations. Learn more about the Actua network [here](#)
- Training on topics such as classroom management, working with youth with exceptionalities, utilizing educational technology
- Equity, Diversity, and Inclusion training

## What is Geering Up?

UBC Geering Up Engineering Outreach is a student focused organization dedicated to promoting Science, Technology, Engineering, Art and Math (STEAM) concepts to the children and youth of British Columbia through fun, innovative, and hands-on experiments and projects. Geering Up recognizes that there are systemic barriers that prevent many people from pursuing careers in STEAM. Thus, Geering Up strives to reach all children and youth, regardless of gender, ethnicity, culture, or socio-economic status. Over the past 29 years, Geering Up has reached over 150,000 youth through summer camps, in-school workshops, community outreach trips, clubs, and more. On UBC's Okanagan Campus, Geering Up has operated for 9 years, bringing Geering Up's exciting programming to the Okanagan region. More information about Geering Up is available on our [website](#)

## What skills are we looking for?

- Experience working with children/youth, preferably in a learning environment
- Background or comfort in STEAM, or a willingness to learn the basics of STEAM subjects
- Planning, organizational, multi-tasking, and self-directed work skills
- Proven leadership and people-coaching skills
- Exceptional teamwork abilities
- Excellent communication and interpersonal skills
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- Special consideration may be given to those with formal training in special education and/or disability theory, those who have worked in a programming environment in the past, and those with current Standard First Aid certification
- All Geering Up staff need a Criminal Record Check on file to work with children

## How to Apply

Application form can be found on our website: <https://geeringupokanagan.ca/full-time-positions/>

You must apply via this form. Applications sent via email or via careers online will not be accepted. The deadline for applications is on the website.

## What would you do in this role?

Our workshop and camp instructors are key pieces to our Okanagan team and, with a co-instructor, travel to schools to lead STEAM workshops for approximately 6 weeks. After workshop season, these instructors then transition to lead week-long STEAM day-camps for the remainder of the term. Under the guidance of the Kelowna Student Assistants, Coordinator, and Manager, Instructors are responsible to:

- With a teaching partner, deliver engaging STEAM curriculum to a variety of grade 1-12 participants
- Act as an Instructor and role model at camps and other associated programs
- Follow safety and risk management policy to ensure participants are safe and having fun
- Supervise, and provide guidance to volunteers
- Complete all evaluations and reports in a timely manner
- Assist in prep tasks at the start and end of each day
- Refine engaging curriculum for a wide age-range
- Perform other duties, as requested by supervisors
- Instructors may be asked to participate in outreach trips around the Okanagan