



**Camp**

**Mentor**

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**Summer Student**

**STEAMLABS**



## About STEAMLabs

STEAMLabs is a **community makerspace** where people of all ages build projects using digital fabrication tools (like laser cutters and 3D printers), code, craft, wood and electronics.

We offer **memberships** for those looking to share space and tools, and interest-led project-based **maker education programs** for adults, kids and educators.

We believe that making enables our **creative autonomy**, capacity for **life-long learning**, and the decentralization of **technological innovation**.



# About the position

STEAMLabs is looking for **two student mentors** to join our team for the duration of our summer camps. Both roles are 30 hours a week for 9 weeks. The start time of this position is July 3rd, 2017 with a training scheduled for June 24th, 2017.

Compensation is \$12 / hour

Your passion is to help students develop creative, technical and personal skills through hands-on interest-lead learning. **Your job will be to assist in the mentoring and administration of STEAMLabs summer camps.**

For more details visit <http://steamlabs.ca/summer-camps-2017/>

You are a creative and energetic person who **enjoys enabling kids weird and wonderful ideas come to life**. You're not afraid of learning new software and tools quickly, are **comfortable making mistakes to learn fast**, and flourish with a mix of human-centered and computer-centered tasks. You like dealing with humans, solving problems in real time, and **maintaining order in a chaotic environment**.

You **enjoy working with kids and parents**, can work in a busy and sometimes noisy environment, and are **able to deliver efficient, thoughtful and enthusiastic customer service**.

You will also be occasionally required at some weekend events in which case the weekday hours will be adjusted to keep to a 30 hour work week. Unpaid time off during the summer is negotiable for other commitments.

You will work at our makerspace located at our makerspace at 192 Spadina, and at other locations of our programs and events.



# Responsibilities

- Mentor as part of STEAMLabs summer technology camps for kids and youth
- Assist with STEAMLabs summer events such as Maker Festival
- Welcome parents, participants and members to the space
- Maintain our online registration system
- Assist with administrative/data entry tasks and troubleshooting
- Be the first point of contact for phone calls, emails and walk-ins
- Assist in setup and pack up of summer camps
- Source materials for programs where required
- Assist in supervision of campers during break & lunch
- Manage Toronto Tool Library clients by checking tools in/out

A man with dark curly hair, a beard, and glasses is shown in profile, looking towards the right. He is wearing a grey sweater. In the background, another person is visible, wearing a blue hoodie with a white logo. The scene appears to be a workshop or classroom setting with a laptop on a table.

# Skills + Experience

## Required

- Teaching or mentoring experience with kids in a hands on, making or artistic environment
- Strong communication skills
- Personable, organized and detail-oriented

## Bonus

- Experience in customer service and/or administration in formal or informal settings (volunteering, school groups, personal projects etc.)
- Experience developing/designing programs and activity plans
- Experience with more technology, making or artistic skills\
- Knowledge of popular education, interest/project based learning, inquiry based learning, or other teaching philosophies.
- Familiar with design software such as Adobe Illustrator or 3D design programs like TinkerCAD



## Eligibility

These positions were made possible with funding from the Government of Canada. Therefore, **applicants must meet all of the following criteria in order to apply:**

- (a) is between 15 and 30 years of age (inclusive) at the start of employment;
- (b) was registered as a full-time student during the preceding academic year;
- (c) intends to return to school on a full-time basis during the next academic year;
- (d) is a student in a secondary, post-secondary, CEGEP (Quebec only), vocational or technical program;
- (e) is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act\*; and
- (f) is legally entitled to work according to the relevant provincial / territorial legislation and regulations

Note: We also strive to maintain a **diverse and inclusive workplace and encourage applications from all qualified candidates**, including women, visible minorities, aboriginal peoples and disabled persons. You are welcome to self-identify in your application.



## Why work with us?

- We're a small, agile team of friendly people with varied skills and experiences.
- The lab is full of interesting tech, and interesting people working on projects
- We're a relatively new organization, so there are still lots of ways to contribute to it's shaping!
- There is plenty of opportunity to learn, grow and try new things.
- The STEAMLabs Community (members, volunteers, program participants and otherwise) are awesome, and a pleasure and privilege to work with and for.
- We're a workplace that embraces failure as the most potent form of learning!
- You'll have access to the makerspace, and benefit from the same perks as a member
- All staff get a membership at the Toronto Tool Library

# HOW TO APPLY

Please send the following to [info@steamlabs.ca](mailto:info@steamlabs.ca) with “Camp Mentor” as the subject line by **Sunday June 11th, 5pm:**

- resume
- example of a time where you demonstrated excellent communications skills that had a positive impact on an interaction – either while mentoring, dealing with a customer, or in an informal setting amongst friends or family (this could be an appropriately anonymized screenshot of an online/email interaction, or a written description of an offline interaction that you were proud of)

[max 200 words/ 1 image]

[www.steamlabs.ca](http://www.steamlabs.ca)

