

STUDENT EMPLOYMENT OPPORTUNITY

UNBC Office of Research and Innovation

Position Title: Lead Instructor & Program Facilitator (2 positions)

Term: May 1 to August 30, 2025 (approx.)

Hours: 35 - 40 hours per week, Monday - Friday (occasional weekends) **Pay:** \$22 per hour

The Youth Program Coordinator will lead the delivery of the UNBC Active Minds program. A pre-recruitment program developed by UNBC with a focus on STEAM (Science, Technology, Engineering, Arts and Math). Your leadership will enhance engagement within the institution and the UNBC community, strengthening youth-related programs.

Responsibilities

- **Program Development:** Lead the development and direction of the Active Minds programming for 2025, ensuring it aligns with educational goals and community needs.
- **Outreach Coordination:** Collaborate with schools and community organizations to effectively promote and expand program participation.
- **Participant Follow-Up:** Engage with participants in current programming to gather feedback and ensure a positive experience.
- **Event Coordination:** Organize daily camp activities in partnership with UNBC Hospitality Services, ensuring seamless execution.
- **Camp Counseling:** Provide supportive and inclusive camp counseling throughout July and August, fostering a safe environment for all participants.
- **Program Support:** Assist Coordinators of Youth and Student Transitions Programs in various tasks to ensure smooth operations.
- **Travel:** Potential travel to remote areas in Northern British Columbia may be required.

Qualifications and Experience

- Undergraduate or Graduate student with academic success in science, computer science, engineering or education are preferred.
- Demonstrated understanding of science and an enthusiasm for working with youth.
- Professional and mature attitude.
- Strong communication and time management skills and attention to detail.
- Leadership characteristics with a dynamic and outgoing personality.

To Apply

All qualified candidates are encouraged to apply; however, Canadians, permanent residents, and those meeting criteria for Canada Summer Jobs funding will be given priority. We thank all applicants for their interest however, only those selected for further consideration will be contacted.

The University of Northern British Columbia is committed to employment equity and encourages applications from women, aboriginal peoples, persons with disabilities and members of visible minorities.

Scan the QR code to complete the application form and submit your cover letter, video, and resume with three references. Email activeminds@unbc.ca for questions or concerns.

Application deadline: 23:45 PST Sunday February 2, 2025

