



Assistant Instructor(s) for Summer Camp “Huckleberry” and “BuildAbility”

These are paid positions for **High Schoolers** (entering 10th graders-12th graders) who enjoy working with youth in grades K-8 and want to gain leadership experience during the summer.

Camp Huckleberry is a traditional summer day camp for youth in K-4th grade in its 4th year of existence. Camp BuildAbility is a summer day camp created for neurodivergent and/or disabled youth in grades K-8 offering a nurturing and inclusive environment where creativity knows no bounds and every child can thrive.

To apply, please **email a cover letter** to stephanie@lifrc.org stating

- 1) why you are interested in this position.
- 2) what experience you have working with children/youth.
- 3) your preferred work schedule: full-time (8 hours per day) or part-time (up to 5 hours per day).

Wage: \$20 per hour

Temporary full-time (40 hours per week) or part-time (25 hours per week) positions: July 7-August 15

Team training and camp set-up during the week of June 30-July 3 (up to 12 hours)

General program hours: Monday-Friday 8:15 AM-4:45 PM (full-time) or 9:45 AM-2:15 PM (part-time)

Temporary position: July 7-August 15

In-service position with 100% on-site

Benefits: Accrual of paid sick time

Reports to: Lead Instructor

Responsibilities

- Assist the Lead Instructor in running summer camp activities, serving youth one-on-one or in groups. Activities include arts and crafts, STEM activities, board games, active outdoor time/sports, cooperative games, nature-based activities, reading, and opening and closing circles
- Greet, escort, and monitor youth throughout the program, assuring they are safe and supported
- Help youth transition from one program space or activity to another
- Engage with youth during recess and active outdoor games/sports activities

- Prepare snacks as needed and assist during snack and lunchtime
- Set up and break down supplies as needed
- Attend team debriefs as needed
- Follow program policies and procedures and adhere to program requirements

Minimum Qualifications

- Entering 10th grade
- Strong interest in working with youth in grades K-8
- Ability to communicate respectfully with youth and adults
- Verbal fluency in English

Preferred Qualifications

- One+ years of experience working directly with youth in an after-school program, summer camp, school, childcare, tutoring, or similar setting
- Verbal fluency in Spanish

Training/Certifications required (Can be completed after hire. LIFRC will pay certificate fees.)

- CPR and First Aid Certificate
- Food Worker Card (for snack prep)
- Signed Parent/School Authorization Form (This will be part of the hiring paperwork)

Equity and Inclusion

- Demonstrate the initiative to learn and enhance skills promoting anti-racism, cultural competency, and understanding of oppression and its impact
- Participate in intentional learning efforts, including events relating to understanding institutional racism and building cultural competency

Community Expectations

- Model respectful communication and foster cooperative relationships
- Committed to the mission and values of LIFRC

Essential Physical Skills

These physical demands represent the requirements for an employee to perform the job's essential functions successfully. Reasonable accommodation can be made to enable people with disabilities to perform the essential functions described.

This job requires the employee to work outside during recess and outdoor activities and to safely escort youth to and from program spaces, including on uneven terrain. While performing the duties of this job, the employee is regularly required to perform duties outside an office and must be able to lift, push, pull, and transport supplies and other items up to 30 pounds.

Lopez Island Family Resource Center

The Mission of the Lopez Island Family Resource Center is to provide resources and guidance necessary to meet the basic needs of the entire community. Building on this foundation of well-being, we also provide educational and community engagement programs and advocate for a more just and equitable community.

We envision the Lopez Island community as a family in which each person enjoys a positive, meaningful quality of life, knowing our own and our neighbors' basic needs are met. We are committed to lifelong growth and self-improvement in an environment of respect, kindness, and compassion.

Our core values:

- We believe in an inclusive and just community with opportunity for self-improvement for all.
- We focus on the well-being of our clients.
- We maintain appropriate professional boundaries.
- We meet people where they are.
- We treat our clients with dignity and respect.
- We keep our clients' information confidential.
- We use best practices.
- We strengthen our community by connecting people and organizations.
- We collaborate among staff and with other individuals and organizations.
- We are a team of self-empowered individuals.
- We are active listeners and have candid, honest, and positive communication. We accept input from others.
- We act with integrity and responsibility.
- We continuously evaluate and improve.
- We adapt to the changing needs of our clients and the community.