

Summer Student 2018 Positions

The Okanagan Science Centre (OSC) is looking for enthusiastic, creative, and organized individuals to join our Summer of Science 2018 team! Help us introduce the wonders of science to all ages through camps, public events, activities, and demonstrations throughout the community.

Program Coordinator (Job Posting #1)

Summer Camps Coordinator

- \$15/hour, 40 hours/week
- The Camp Program Leader will be responsible for the organization, delivery, and supervision of all activities, supplies, staff and volunteers pertaining to summer camps.
- Administrative duties (reception, till operations, filing, etc.)
- Gallery attendant duties
- Cleaning as is necessary
- French language skills are an asset for this position

Program Coordinator (Job Posting #2)

Public Programs Coordinator

- \$15/hour, 40 hours/week
- The Public Program Leader will be responsible for the organization and delivery of all activities and supplies pertaining to public programs, including: group programs, birthday parties, and family events.
- The Public Program Leader will be the primary outreach person for the Okanagan Science Centre, and will deliver science programs at festivals and throughout the Okanagan. The Public Program Leader will have supervisory responsibilities of equipment, supplies, and staff and volunteers pertaining to outreach activities.
- Administrative duties (reception, till operations, filing, etc.)
- Gallery attendant duties
- Cleaning as is necessary

The ideal candidates for both coordinator positions will be education and/or science post-secondary students, and will:

- Be reliable, organized, and well prepared
- Have experience working with youth
- Be flexible and able to adapt well to changing situations
- Be able to communicate scientific ideas and concepts to a wide range of levels and audiences
- Be meticulous and seek excellence in all tasks
- Be outgoing and creative
- Be able to motivate and excite audiences
- Demonstrate strong leadership abilities and inter-personal skills
- Be able to represent the OSC with a high degree of professionalism and enthusiasm
- Have excellent written and verbal communication skills
- Provide a successful Criminal Record Check
- Have a class 5 BC driver's license and access to a vehicle
- Have first aid certification – either licensed or a plan to become licensed before camps start

Deadline for applications for the Coordinator positions is Friday May 4. Anticipated start date is Monday May 28, 2018.

Program Assistants (Job Posting #3) – 3 positions available

- \$12/hour, 40 hours/week

Program Assistants will be responsible for an array of duties, such as:

- Working in summer camps
- Delivering outreach activities
- Delivering public programs (family activities, birthday parties, special group programs, etc)
- Administrative duties (reception, till operations, filing, etc.)
- Gallery attendant duties
- Cleaning as is necessary
- French language skills are an asset for these positions

Preferred candidates for all assistant positions will be education or science students, and will:

- Be reliable and well prepared
- Have experience working with youth
- Be able to communicate ideas and scientific concepts to a wide range of levels and audiences
- Be meticulous and seek excellence in all tasks
- Be outgoing and creative
- Be able to motivate and excite audiences
- Be able to represent the OSC with a high degree of professionalism and enthusiasm
- Provide a successful Criminal Record Check

Deadline for applications for the Program Assistant positions is Friday May 18. Anticipated start date is Monday June 18, 2018.

Qualified applicants should include a cover letter communicating a personal opinion of the biggest, most meaningful scientific discovery of all-time. Submit cover letter and resume by email to:

applications.osc@gmail.com

All positions are contingent on funding through the federal government's Canada Summer Jobs program. As such, applicants must comply with the following eligibility requirements:

- Be between 15 and 30 years of age;
- Have been registered as a full-time student in the previous academic year and intend to return to school on a full-time basis in the next academic year;
- Be Canadian citizens or permanent residents or have official refugee protection status under the Immigration and Refugee Protection Act (foreign students are not eligible);
- Be legally entitled to work in Canada, according to relevant provincial/territorial legislation and regulations.

Successful candidates must have a Vulnerable Sectors Criminal Record Check performed by the RCMP. Job offers are contingent on the successful completion of the Criminal Records Check.

Please specify the position that you are applying for (or state that you are applying for any available position) so that your application/resume will be appropriately considered. We wish to thank all applicants for their interest and advise that only those selected for an interview will be contacted. No phone calls or walk-ins please.