

Job Title: Summer Program Assistant

Location: Grenfell Campus, Corner Brook

Position Type: Full-time, temporary

Start Date: June 2, 2025

Are you an energetic, organized, and enthusiastic individual looking for a dynamic summer opportunity? We are seeking a Summer Program Assistant to support the development and delivery of engaging and enriching activities for visiting English as an Additional Language (EAL) students and participants of our Kids University summer day camps.

Key Responsibilities:

- Assist in the planning and implementation of daily sociocultural activities for visiting EAL students.
- Support the planning of daily activities for our Kids University summer day camp programs.
- Assist with the delivery and facilitation of all summer programming.
- Help with purchasing and sourcing materials, as well as managing and organizing a large inventory of program supplies.
- Set up and take down equipment and materials for activities and events.
- Perform other related duties as required to ensure the success of the summer programs
- Act as a counsellor for an Indigenous Design summer camp.

Qualifications:

- Previous experience working with youth or in recreational/educational programming is an asset.
- Strong organizational skills and the ability to manage multiple tasks.
- Ability to work collaboratively as part of a team in a fast-paced environment.
- Flexible and adaptable with a positive attitude.
- Must be available for the full duration of the summer program period (June 2-August 1, 2025).

Eligibility criteria:

- Must be between the ages of 15 and 29
- Must be planning to return to full-time studies in September of the current year
- Must have been registered as a full-time student in the previous academic year; and
- Be a member of the Qalipu First Nation or Self-Identified Indigenous Person (students are asked to indicate on their cover letter their Indigenous Ancestry)
- A vulnerable sector check will be required.

Flexible work hours (some evening and weekend work) will be required. To apply please send your **resume and cover letter** to gcextendedlearning@mun.ca.