**Student JC Counselor**

**Purpose of the position:** Assist teachers, Dorm Monitors and Camp Director during the week of Tech Trek camp with activities, field trips, material preparation and general camper needs.

**Student Counselor** **Selection Criteria:** A student counselor should be highly responsible and flexible, as well as a role model to campers. Student counselors must be empathetic and mature enough to handle emotional challenges. Experience as a camp counselor is preferred, as well as a positive disposition that encourages learning.

**Responsibilities and Duties**

* Be familiar with camp schedule and activities
* Supervise students throughout daily activities, including classes, free-time activities and meals
* Assist in preparation of activity materials for campers, ensure activities start on-time
* Provide a safe environment by monitoring campers and ensure they are where they need to be
* Act as a good role model for girls, including warm, positive outlook and attitude
* Assist teachers during class time with projects and materials
* Communicate with other camp staff regularly and monitor challenges as they occur
* Provide opportunities for all girls to be involved in the camp activities and interact with group
* Assist other camp staff with any activity needs as they arise

**Qualifications**

* Ability to work as a team member and leader, be proactive and flexible
* Ability to work quickly and independently
* Excellent communication skills
* Enjoy working with 12-13 year old girls, preferably with experience in similar setting
* Has commitment to STEM education; taken courses in STEM fields preferred
* Warm, mature, outgoing, empathetic personality
* Excellent social awareness
* Ability to exercise good judgment and emphasize safety
* AAUW student affiliate member or full member (if meets requirements)
* Successfully passes a federal background check (if 18 or older)
* Able to walk long distances across campus, possibly in high heat
* **Minimum age: two years after attending camp (14 or 15)**
* **In California only junior/senior counselors will be selected by the camp director from a list of recommended former campers.**

**Commitment Expected**

* Reside on campus throughout the week of camp (Room and board provided by AAUW)
* Attend multiple training sessions with Directors and other staff
* Minimize phone use to staff communication purposes only

**Student/Junior Counselor Application**

**Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate \_\_\_\_\_\_\_\_\_\_\_

□Student Counselor

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Street Address City State Zip

Cell Phone: (\_\_\_) -\_\_\_\_ -\_\_\_\_\_ Work Phone: (\_\_\_) -\_\_\_\_ -\_\_\_\_\_

If you are student, what school do you attend? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why do you want to be a student counselor at Tech Trek STEM camp for girls? Please describe any relevant experiences working with girls or youth in a camp/out of school setting.

Please describe any advice you want to share with the campers.

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**Please provide the name and contact information for at least two references:**

**Name**

**Email address: Phone Number:**

**Relationship to reference:**

**Name:**

**Email address: Phone Number:**

**Relationship to reference:**

**Dress Code**

**Not allowed:**

* + Very short shorts
  + Bare midriffs
  + Backless, strapless or spaghetti strap tops
  + Flip flops (if working with chemicals or other hazardous substances
  + Clothing with profanity or offensive slogans or messages
  + Alteration of the official Tech Trek T-shirt

\_\_\_ Initial I am willing to adhere to the Tech Trek dress code

\_\_\_ Initial I will reside on the campus of UC Irvine for the entire week of July 6 – 13, 2019

I agree to ensure a safe and structured learning environment for all girls involved and encourage girls to be excited about STEM and confident in their ability to learn. I will enforce all camp rules and policies.

I hold harmless AAUW, Inc. and AAUW California, and Tech Trek, including their respective past, present and future officers, directors, employees, volunteers, agents, and representatives against any and all liabilities, injuries, losses, costs, damages, attorney’s fees, and expenses which I may sustain or incur as a result of participation in the Tech Trek camp.

**Responsibility for Personal Property Release**

I will not hold AAUW California or UC Irvine responsible for items lost or stolen during Tech Trek. This includes, but is not limited to: radios, iPods, tablets, cell phones and other articles of value brought to or acquired while at camp.

**Photograph/Video Release**

Photographs may be taken or videotaping may be done during educational or recreation activities of Tech Trek. This may be done as a group or individual photos during camp activities, or as a part of a media story, and may appear in news stories or reports on the camp. I give permission for photographs or videos to be used that are made at Tech Trek in future advertising on websites or print materials.

**To the best of my knowledge, the information contained in this application is complete and accurate. I understand that providing false information is grounds for not hiring me or choosing me for a volunteer position or for my discharge if I have already been hired or chosen.**

**I agree to be bound by AAUW policies and procedures, regarding abuse of campers. I understand that these may be changed, withdrawn, added to or interpreted at any time at AAUW’s sole discretion and without prior notice to me.**

**I also understand that my volunteering may be terminated, or any offer or acceptance of volunteering withdrawn, at any time, with or without cause, and with or without prior notice at the option of AAUW or myself.**

**Nothing contained in this application or in any pre-employment or pre-volunteering communication is intended to or creates a contract between myself and AAUW for either employment, volunteering or the providing of any benefit.**

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please attach an image of yourself with email/PDF (Image Title: First and Last Name JC App)**

Student JC Counselor Name:

Email address:

Year Attended Tech Trek:

Favorite Subject in School:

What activities/hobbies do you participate in after school?

What kind of career would you like to have and why?

Tell us more about your family, friends, pets, favorite TV shows, movies, books – anything you want!

**SEE NEXT PAGE**

**Submission Instructions**

**Email completed application to amandan24@yahoo.com by 11:59pm February 15th, 2019**

Applications must be emailed with Subject Name: “SC Completed Application”; applications must be in **PDF form,** titled: APPLICANT FIRST AND LAST NAME (all capitalized) Student Counselor Application 2019. I.E. “JANE DOE Student Counselor Application 2019”. Incomplete applications will not be accepted.

**Failure to comply with deadlines and application instructions may result in application dismissal**

**Interviews will start in late February or early March, 2019. Selected counselors are required to attend multiple training dates in May and June.**