

Science City Summer Jobs 2018

Canada South Science City has funding for a total of 6 summer placements for post-secondary students currently enrolled in university or college degree programs. All positions pay minimum wage of \$14/hour. Suggested start and end dates are somewhat flexible.

1. The **Senior Program Coordinator** position supported by Young Canada Works is for 12 weeks at 37.5 hrs/week from June 6, 2018 to August 30, 2018 (includes the Statutory holiday on July 2 and the Civic Holiday on August 6). This is the senior position, helping to coordinate all summer programs: the STEAM Day Camp, the Senior-Youth teams, regular school tours, and general admission.
2. **Administrative Assistant**, supported by Canada Summer jobs, runs for 8 weeks at 30 hours/week, from June 18 to August 13 (includes the Statutory holiday on July 2 and the Civic Holiday on August 6). Assists with public communication and financial transactions to ensure proper records of income and expenses including salaries and remittances for all summer programs, and arranges regular staff meetings.
3. **Program Coordinator 1** (one of 2 positions, staggered times), supported by Canada Summer jobs, runs for 8 weeks at 30 hours/week, starting as early as June 4 to July 30 (includes the Statutory holiday on July 2). Works mainly with the STEAM Day Camp, preparing curricula, creating and distributing publicity, registering students, communicating with parents, and supervising campers and volunteers for the first half of the season.
4. **Program Coordinator 2** (one of 2 positions, staggered times), supported by Canada Summer jobs, runs for 8 weeks at 30 hours/week, starting as early as July 4 to August 29 (includes the Civic Holiday on August 6). Works mainly with the STEAM Day Camp, preparing classes, implementing programs of PC1 and extending them into August, registering students, communicating with parents, and supervising campers and volunteers for the second half of the season.
5. **Vertical Farm and STEM Exhibitor**, supported by Canada Summer jobs, runs for 8 weeks at 30 hours/week, from June 4 to July 30 (includes the Statutory holiday on July 2). Works with the farm consultant to produce plants for sale and becomes the principal docent for the Science City exhibit on vertical farming, describing and demonstrating methods of modern indoor farming techniques to visitors.
6. **Volunteer supervisor**, supported by Canada Summer jobs, runs for 8 weeks at 30 hours/week, From June 4 to July 30 (includes the Statutory holiday on July 2). Organizes and trains volunteers from high-school age to seniors to fill gaps in summer positions, for designing and constructing new exhibits, and to become docents for various areas featured by Science City.

Applicants must be full-time students at a University or College during the academic years preceding and following the summer employment, Canadian citizens or permanent residents, and between the ages of 15 and 30 at the start of employment. They should apply for positions in writing by Monday, May 28, 2018, providing a brief résumé of relevant education and training, briefly explaining their interest in the position, and listing three references with contact information. Members of visible minorities are especially encouraged to apply. See also our website www.cssciencecity.com. Please email applications to baylis@uwindsor.ca.