



KIDS DISCOVERY COLLEGE AIDE/VOLUNTEER HELPER

JOB DESCRIPTION

Basic Function:

To provide any assistance needed to Kids Discovery College (KDC) staff to make it a successful experience by doing various tasks that ensures the safety of the attendees and helps create a fun learning environment.

Before KDC Prep Work:

Friday, July 5th

First Aide and health emergency training 8:30 – 10:30

Kids College set up 10:30 – 11:30

Assignments and final instructions 11:30 – 12:30

KDC Work Hours:

Monday, July 8th – Thursday, July 18th

7:30 am – 3:30 pm

Qualifications:

We welcome all ages, fifteen and up that are self-motivated, friendly, outgoing, and a willingness to go above and beyond to help out. Be present all days of camp that are scheduled to work. Should be able to assist with games and activities as assigned by the KDC volunteer coordinator and KDC coordinator.

Immediate Supervisor:

KDC volunteer coordinator

Operational Tasks:

- Work check-in tables each morning and greet KDC attendees and parents
- Assist with set up and clean up
- Help supervise at lunch time
- Work as a guide to direct groups to their classes
- Work as a teacher's aide in the classrooms and as an accompaniment for breaks
- Work with class rotations as assigned to you by KDC volunteer coordinator
- Be willing to jump in wherever needed as assigned to you by KDC volunteer coordinator and KDC coordinator

****This is a volunteer position but aides will gain experience in leadership training and skill building.**