

SMU Summer Youth Program

2017 Instructor Positions

POSITION OVERVIEW

Are you passionate about teaching and interested in technology? Gain experience working with innovative, hands-on learning models and help us to promote the intersection of creativity and technology in the classroom. Join us to inspire students and be part of a dynamic team this summer!

SMU CAPE (Continuing and Professional Education) is hiring instructors for its Summer Youth Program at **SMU-in-Plano** during the summer months (early June through mid-August). We are seeking enthusiastic, motivated, and talented individuals to facilitate workshops for students in elementary school through middle school using a variety of techniques to facilitate activities and projects.

Instructors will teach exciting workshops such as video game creation, movie making, animation, and more. They will be responsible for the well-being and positive educational experiences of the students. Instructors also will supervise interns, manage equipment and supplies, and collaborate with Summer Youth Program staff. All instructors must be willing to promote the mission of SMU CAPE and to enforce program and campus policies.

These positions are perfect for classroom teachers, graduate students, and program experts who work in the fields of filmmaking, programming, or gaming.

SMU's Summer Youth Program (SYP) and our program partners provide training and encourage creativity and innovation in the classroom. Instructors must have significant experience in the content areas taught and show aptitude for the software platforms used in our workshops. Understanding of and enthusiasm for S.T.E.A.M. principles and emerging technology is strongly preferred. Applicants must have experience working with students in a camp, classroom, or other educational setting and should be able to demonstrate strong classroom management skills.

Honorarium Commensurate with Experience.

PLEASE NOTE

- Instructors must be able to pass a criminal background check.
- Online training begins in April 2017. Instructors also may be asked to come to the SMU-in-Plano campus for some additional days in late May/early June for additional on-site training and classroom preparation.
- The position will work on-site at SMU-in-Plano from June – August 2017.

APPLICATION PROCESS

Please submit the following items (in one electronic submission or one packet):

- Completed application form
- Résumé
- Contact information for 3 professional references (non-family members)

Incomplete applications will not be considered. We do not have the available resources or staff to conduct pre-application, informational interviews; we are unable to respond to application status inquiries over the phone. An applicant whose submission passes the preliminary screening may be invited for a personal or phone interview.

We will consider applications on a rolling basis and will begin reviewing submissions and scheduling interviews in March.

Applications and inquiries may be addressed to:

Lisa Kays

Program Director, SMU Summer Youth Program

Associate Director, SMU CAPE (Continuing and Professional Education)

SMU Summer Youth Program

P.O. Box 750275

Dallas, TX 75275-0275

lkays@smu.edu

SMU Summer Youth Program

2017 Instructor Application

NAME _____

PERSONAL INFORMATION

Permanent/Summer Address

PREFERRED Phone

PREFERRED E-Mail

CITY _____

ALTERNATE Phone

STATE _____ ZIP _____

ALTERNATE E-Mail

SCHEDULE AVAILABILITY

ALL instructors work Monday – Friday at **SMU-in-Plano**. Please select your *preferred* schedule for summer 2017:

FULL DAY (9 a.m. – 4 p.m.) | 2 workshops per week

HALF DAY: AM (9 a.m. – 12 p.m.) | 1 workshop per week

HALF DAY: PM (1 – 4 p.m.) | 1 workshop per week

Please select any weeks you expect to be UNAVAILABLE between June 5 and August 4:

Available **ALL** weeks

INTERESTS/PREFERENCES

Please choose the subject area that most interests you (*learn more about each subject on our website*):

Imagination Zone:

Ultimate Claymation and Stop Action Animation, LEGO® Films, Virtual Reality, etc.

Games & Gamers:

LEGO® Games, Make Your First Video Game, Game Apprentices, Minecraft Designers, etc.

Techies in Training:

App Attack!, App Adventures, Code Breakers, etc.

No Preference:

I would be interested in teaching across multiple subject areas.

What is your desired hourly pay rate? _____

Instructors are paid honoraria by instructional hour, with most workshops having a duration of 15 hours.

What age students do you most prefer teaching?

5 – 7 (Kindergarten – 2nd Grade)

8 – 10 (3rd Grade – 5th Grade)

11 – 14 (6th Grade – 8th Grade)

15 – 18 (High School)

Would you be willing to teach multiple age groups and/or students in grades other than your highest preference?

YES

NO

SMU Summer Youth Program 2017 Instructor Application

EXPERIENCE

Please tell us about your experience working with elementary and middle school students in a classroom or camp setting.

Please tell us about your experience working with S.T.E.A.M. – in an educational setting or in another professional setting?

What software/technology are you proficient in using and, especially, in teaching – especially platforms to create apps, animation, etc.?

APPLICATION REQUIREMENTS

Completed Application Form

Résumé

E-mail addresses and phone numbers for three professional references (non-family members)

Instructors must be 21 years old (on or before June 1, 2017) and authorize SMU to obtain consumer reports (credit and/or background checks)

DIRECTIONS

Send all required items (see above) in one electronic submission or one packet. Incomplete applications will not be considered.

Electronic submissions may be emailed to **lkays@smu.edu**.

Hard copy applications should be submitted in one packet to:

Lisa Kays
SMU Summer Youth Program
P.O. Box 750275
Dallas, TX 75275

We will consider applications on a rolling basis and will begin reviewing submissions and scheduling interviews in March.

Incomplete applications will not be considered. We do not have the available resources or staff to conduct pre-application, informational interviews; we are unable to respond to application status inquiries over the phone. An applicant whose submission passes the preliminary screening may be invited for a personal or phone interview.