



# VTEC CTE Part-Time Teen Counselor

CodeVA is a thought leader in the K-12 education community, developing and delivering engaging computer science content for both students and teachers. We are a growing 501(c)(3) non-profit organization based in Richmond, Virginia committed to retaining our core values of fearless curiosity, boundless creativity, innovative collaboration and thoughtful service that have ensured success in fulfilling our mission. CodeVA's commitment is to supporting teachers and students, building sustainable and collaborative communities, and employing creativity and problem solving to an evolving and rapidly changing education landscape. CodeVA's funders include Amazon, Facebook, Capital One, Carmax, the Commonwealth of Virginia, the National Science Foundation, and many more amazing companies, government agencies, and individuals that value the need for a computer science-ready workforce.

The Part-Time Teen Counselor will work with the Teen Counselor Instructor and Eureka instructors and/or tribal program providers to support the delivery of arts-integrated computer science curricula through Eureka Workshop programs. Teen Counselors are responsible for assisting Eureka Instructors in daily administration of Eureka Classes, including: ensuring the well-being and safety of all youth ages 6-12, administering games and activities, maintaining a fun and safe environment, keeping the room clean and assisting with signing participants in and out each day. While assisting Eureka Instructors, Teen Counselors will ensure that all Eureka classroom experiences are compelling and engaging. This is a unique opportunity to grow leadership skills in a hands-on environment and leave with a strong resume and an even stronger sense of self.

## **Job Responsibilities**

- Attend a paid, 24-hour Teen Counselor Training program consisting of:
  - A 2-day preparatory training to build leadership and support skills and prepare to serve as a Eureka day camp counselor,
  - 6 hours of formal and informal support, where you'll receive skills-building support during your role as a teen counselor, and
  - A 2 hour debrief session at the end of the summer to reflect on the experience and translate this experience for future careers.

- Work alongside Eureka instructors and/or tribal program providers in classroom management and assist in the delivery of lesson plans and curricula for at least one youth class in Richmond or locally at a tribal community center during summer 2023.
- Apply leadership practices and other skills from the preparatory training program during summer camp with youth ages 6-12.
- Supervise youth and ensures their safety, development, growth, skill achievement, and general well-being.
- Organize and lead various small and large group activities and lead icebreakers.
- Perform additional tasks as needed.

### **Job Qualifications**

- Be enrolled in a high school program during the 2022-2023 school year and be between the ages of 15 - 19
- An interest in building positive connections with other youth ages 6-11
- A strong commitment to community service
- A willingness to work with Eureka staff to participate as a counselor for at least one class during Eureka's summer camp schedule (classes range in hours from 4 to 30 hours with an average of 15 hours for most camps). You'll work with the Teen Counselor Lead to schedule your camp based on Eureka needs and your availability.
- No prior computer science experience is necessary

### **Job Location**

- Eureka camps take place across Virginia including in locations in Richmond, Roanoke, Petersburg, and the Chickahominy Indian Tribal Community Center. Youth will work with Eureka staff to select the most appropriate camp based on summer availability and location.

### **Equal Employment Opportunity**

At CodeVA we are committed to providing an environment of mutual respect where equal employment opportunities are available to all applicants and teammates without regard to race, color, religion, sex, pregnancy (including childbirth, lactation and related medical conditions), national origin, age, physical and mental disability, marital status, sexual orientation, gender identity, gender expression, military and veteran status, and any other characteristic protected by applicable law. CodeVA believes that diversity and inclusion among our team is critical to our success as an organization, and we seek to recruit, develop and retain the most talented people from a diverse candidate pool.

**Salary** \$15 per hour

**How to Apply**

Along with your contact information, please answer the following questions:

1. Why do you want to become a teen counselor?
2. Who is someone who inspires you and why?

Submit your answers to [HR@codevirginia.org](mailto:HR@codevirginia.org) no later than May 15, 2023. Please indicate "Teen Camp Counselor" in the subject line of your email. Evaluation of submissions will begin immediately. Please no phone calls or in-person drop-offs. Only email submissions will be reviewed.