



**Position Title:** Summer Camp Classroom Assistant

**Job Category:** Paid/Contracted

### **ABOUT BLACK GIRLS CODE**

Launched in 2011, Black Girls CODE (BGC) is devoted to showing the world that black girls can code, and do so much more. By reaching out to the community through workshops and after school programs, Black Girls CODE introduces computer programming and technology to girls from underrepresented communities in technology areas such as web design, robotics, gaming, mobile app development and more. By cultivating the next generation of coders we hope to grow the number of women of color in technology and give underrepresented girls a chance to become the future leaders in technology and the masters of their technological worlds. We thrive on working in a collaborative, fast-paced environment. We represent a diversity of backgrounds, a wealth of experience and a lot of fun.

### **POSITION SUMMARY**

The Classroom Assistant will lead classroom management, logistics and transport of Black Girls CODE Tech Divas of about 25-30 young women ages 13-17 to maintain a strong camp culture and promoting an inclusive collaborative camp environment. S/he will thrive working in a fast-paced, high-performance environment and will demonstrate flexibility to last minute modification if they arise. The Classroom Assistant will effectively and eagerly create strong consistent camp culture, effectively build relationships with campers and work in collaboration with staff. The successful candidate will have experience interacting with middle and/or high school students, with classroom insights and community building skills. Interested individuals should also have extensive experience working in Youth Development and/or Summer Camps. The Classroom Assistant will be a contracted position based in at the summer camp reporting to the Program Manager.

### **DUTIES AND RESPONSIBILITIES:**

- Participate in teacher/facilitator training prior to camp
- Participate and assist in implementation of Black Girls CODE evaluations
- Participate in kickoff and culminating ceremonies
- Create and maintain Black Girls CODE Summer Camp culture and theme
- Interact with youth and staff as a resource and facilitator
- Works closely with the tech instructors and tech assistants to implement BGC curriculum.
- Transport Tech Divas to and from campus on requires trip dates
- Responsible for assisting in program logistics (i.e.materials, projects, portable technologies, snacks, break etc.)



## REQUIREMENTS/QUALIFICATIONS

- Experience working with groups of middle and high school students in formal or informal setting
- Strong classroom management/relationship building skills
- Demonstrates ability to problem solve
- Exceptional facilitation, communication and presentation skills
- Well-versed in restorative practices and conflict management
- Enthusiasm and skill working in youth development
- Integrity, maturity, credibility, and a demonstrated commitment to Black Girls CODE's mission
- Demonstrates the ability to work in a face paced environment
- Dedicated to complete participation in BGC Programs
- Strong interpersonal skills and ability to work well in a team environment
- Passionate about Computer Science or related technical field is ideal

**This is an extraordinary opportunity to work with a small and growing team in a dynamic startup environment. The position offers great potential for learning and affords real opportunity to have a tangible impact on communities across the country. Interested candidates should apply for the respective city via our application intake portal:**

LA	<a href="http://bit.ly/2WvGVa6">http://bit.ly/2WvGVa6</a>
Houston	<a href="http://bit.ly/2K7LLJ9">http://bit.ly/2K7LLJ9</a>
Dallas	<a href="http://bit.ly/2Wp03GU">http://bit.ly/2Wp03GU</a>
Seattle	<a href="http://bit.ly/2K5CLnT">http://bit.ly/2K5CLnT</a>
Detroit	<a href="http://bit.ly/2WuV7QS">http://bit.ly/2WuV7QS</a>
DC	<a href="http://bit.ly/2wbla3A">http://bit.ly/2wbla3A</a>
Raleigh Dur	<a href="http://bit.ly/2M3HmbY">http://bit.ly/2M3HmbY</a>
NY	<a href="http://bit.ly/2wfspZC">http://bit.ly/2wfspZC</a>
Chicago	<a href="http://bit.ly/2M441op">http://bit.ly/2M441op</a>
Bay Area	<a href="http://bit.ly/2wcisvJ">http://bit.ly/2wcisvJ</a>

**We will only respond to resumes received via the applicant portal.**

**Position open immediately.**

