DESIGN CAMP INSTRUCTOR

JOB DESCRIPTION + APPLICATION INSTRUCTIONS

Pay:
$1000 - $1500
Contingent upon experience and depending on camp session worked.

Design Camp 2016 Dates:
Immersions: June 11–18 and July 23–30
Foundations: July 10–15
Explorations: June 26–July 1

Summer Studio 2016 Dates:
Summer Studios A and B: June 26–July 1

Note: Instructors interested in teaching Design Immersions are encouraged to teach both sessions in the camp series.

QUALIFICATIONS:
• College of Design faculty, adjunct faculty, graduate students, and design professionals are eligible to apply.
• Some teaching experience or experience working with middle school or high school students.
• Must be able to lift and carry 10-30 lbs (when setting up and breaking down your studio). Some standing, crouching, walking, stair climbing abilities and general physical mobility may be required in this position.
• All candidates chosen for staff positions at Design Camp are required to pass a criminal background check.

Please see next page for additional important details about this position.

TO APPLY:
Go to design.ncsu.edu/designlabjobs and click on the link for “Design Camp Instructor”.
Submit your application and supplemental materials through the NC State portal online.

DEADLINE:
February 10, 2016

Questions?
Contact Kathleen Collier, Coordinator of Pre-College Programs
Design Lab for K-12 Education (Brooks Hall 212 A)
Tel: (919) 513-8152 Email: kathleen_collier@ncsu.edu
Primary Purpose of Position:
Instructors are responsible for teaching Design Campers in one studio for one or more weeks of camp. Candidates may be hired to teach Design Explorations (middle school day camp, rising 7th-8th grades), Design Foundations (high school day camp, rising 9th-10th grades), Design Immersions (high school overnight camp, rising 11th-12th grades) or Summer Studios (high school day camp, rising 10th-12th grades). Design Immersions and Design Foundations instructors will have one TA and Design Explorations and Summer Studio instructors will have two TAs to support them during studio time and help with some preparation. Instructors will follow Design Camp curriculum guidelines and develop age appropriate projects that align with this year’s Design Camp theme.

Training & Work Hours:
Instructors hired for Design Camp are required to attend two instructor-planning meetings in the months preceding camp (March-April 2016). We encourage instructors interested in teaching Design Immersions to consider teaching both sessions in the series, as the same project can be used for both and consistency between the two sessions is important.

Work schedules vary according to camp session selected. Instructors will work approximately Monday - Friday, 8:30 a.m. - 5:00 p.m. during camp week(s). A one hour lunch break is built into each workday during the camp week. Please note instructors are required to attend and work with their assigned TA on "Camp Prep Day". Camp Prep Day takes place the day before the start of each camp session.

DESIGN CAMP // SUMMER STUDIOS DATES & INFORMATION:

**DESIGN EXPLORATIONS CAMP**
June 27-July 1, 2016
Camp Prep Day: June 26, 2016
Design Explorations Camp is a day camp for rising 7th and 8th graders focused on introducing students to design thinking through a series of hands-on design challenges that explore a range of design disciplines. Instructors for Design Explorations will develop a range of projects for one group of campers that they will work with every day Monday - Friday.

**DESIGN FOUNDATIONS CAMP**
July 11-15, 2016
Camp Prep Day: July 10, 2016
Design Foundations Camp is an intermediate day camp for rising high school freshmen, sophomores and juniors focusing on design fundamentals and application of design in the real world. Instructors for Design Foundations will develop a one day camp project that will be taught to a different group of campers each day.

**DESIGN IMMERSIONS CAMP**
Design Immersions A: June 12-18, 2016
Camp Prep Day: June 11, 2016
Design Immersions B: July 24-30, 2016
Camp Prep Day: July 23, 2016
Design Immersions Camp is an overnight camp for rising high school juniors and seniors. Camp participants work with camp faculty on projects in the following design disciplines: architecture, industrial design, art + design, graphic design and design studies. Instructors for Design Immersions will develop a one day camp project that will be taught to a different group of campers each day.

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INFO ON PLANNING, CLASS SIZE AND ROTATIONS:
Instructors are responsible for teaching Design Campers for a full week for one or more weeks of camp. Candidates may be hired to teach at one of the following Design Camp and Summer Studio series: Design Explorations Camp, Design Foundations Camp, Design Immersions Camp, Summer Studio A or Summer Studio B.

The Design Immersions and Foundations Camps will host approximately 100 campers per camp. Campers will be divided into 5 groups of 20. Design Immersions and Foundations Camp instructors will develop a one-day lesson and project that will be taught to a different group of campers (rotating among 5 instructors’ studios) each day Monday through Friday.

Design Explorations Camp and Summer Studios will host approximately 40 campers per camp. Campers will be divided into 2 groups of 20. Design Explorations and Summer Studios instructors will develop a range of projects for one group of campers that they will work with every day Monday through Friday.

LESSON PLANS AND PROJECTS:
Instructors will follow Design Camp curriculum guidelines and come up with age-appropriate projects that align with this year’s Design Camp theme and the schedule for each camp series. Design Lab Staff will provide information and support for instructors in their lesson planning and project development. In their lesson plan for each studio day, instructors must include an introduction to the main idea or discipline they are covering and include a review at the end of their day. Sample projects from previous camps are available for review.

**Immersions** campers will have a maximum of 8 studio hours to complete each project (they have extra time in the evenings). Instructors will have around 6 contact hours with campers for each studio projects. We do ask that if your project is planned to be completed during the day that you also submit a project idea or activity for the evening studio time.

**Foundations** campers have less work time on each project, as they will go home in the evenings. Instructors will have a maximum of 5 hours contact time with each group. This includes lessons, worktime, review and other activities. Instructors should plan accordingly.

**Explorations** campers will remain with their instructor throughout the week, so projects of various time lengths may be planned. Instructors will have about 3-5 contact hours per day. This includes lessons, worktime, review and other activities. Instructors will also work with TAs and Design Camp staff to facilitate lunch and recreation time. Please note that for this age group (rising 7th-8th graders), recreation time and breaks should be built in to support shorter attention spans.

**Summer Studios** participants will remain with their instructor throughout the week, so projects of various time lengths may be planned. Instructors will have a maximum of 7 hours contact hours per day. This includes lessons, worktime, review and other activities. Summer Studio instructors may plan field trips and invite guests to share their work and to participate in reviews.

Camp participants will have a broad range of skill and experience levels. It is best to develop a project that everyone will be able to successfully complete while allowing for more advanced students to take their projects further. The ultimate goal is to inspire students and expose them to the world of design. We do NOT expect instructors to be able to cover everything about their discipline in one day. Sending campers home with motivation to continue working, developing, and designing in their own time is great and highly encouraged!

Instructors may create projects that campers must work in teams to complete. Please be aware that campers will want to use their camp projects in their admission portfolios. Campers will be responsible for documenting their own work while at Design Camp with instructional support from the Design Camp staff.

SUPPLIES:
All supplies for projects will be purchased ahead of time and instructors will be required to submit a detailed supplies list by a deadline to be determined by the Coordinator of Pre-College Programs. The maximum supplies budget available for each discipline is $500 per camp. Instructors should be able to get everything needed for well under $500. Design Lab staff will provide a supplies order form that must be used. This form will help instructors not go over budget while including everything they need, and keeping these lists in the same format makes creating very large supply orders for the summer’s programming much more organized, feasible and cost-effective for camp staff. The Camp Coordinator and Assistant Camp Coordinators will be responsible for purchasing all supplies. Each instructor’s supplies budget must include any copying/printing expense required for the project.
FACILITIES:
Design Camp studios will be located in the front hall of Leazar Hall. Instructors will be assigned to a specific studio for the duration of their assigned camp week. Each instructor is required to bring in visuals and resources to have in their studio space. Be creative!

IT EQUIPMENT:
Design Lab staff will check out projectors, laptops and other equipment through an agreement with the College's IT Department. Equipment requests should be included on the supply list provided by the Design Lab staff. The Design Camp Coordinator and Assistant Camp Coordinator will check-out and return the equipment. Do NOT have a counselor or TA (or yourself) check-out equipment with their ID that will be used at Design Camp. If you have a last-minute equipment need, please place a request with the Coordinator of Pre-College Programs. Instructors and TAs are responsible for the security of all IT equipment checked-out on their behalf. Instructors will be provided with a pair of locks, and are responsible for locking up IT equipment and personal valuables in studio lockers upon leaving the studio at any time (including for lunch, rec-time, critique, and overnight). The Design Lab will have limited access to equipment for summer programs. Instructors are welcome to bring in their own equipment from home. The Design Lab is not responsible for personal valuables brought to Design Camp or Summer Studios.

CAMP STAFF// STUDENT COUNSELORS & TEACHING ASSISTANTS:
College of Design student counselors will be assigned to each group of campers. They should be assisting instructors with setting up materials, keeping campers motivated and on task, engaging campers in desk crits, and participating in group critiques. Counselors will be provided information on all camp projects prior to camp so that they are ready to participate. Immersions counselors will supervise studio activities in the evenings and will be living with the campers in the residence halls. Three counselors will be assigned to each group during the Immersions Camps and two counselors will be assigned per group during the Foundations Camp.

There will be one student Teaching Assistant (TA) assigned to each Immersions and Foundations studio for the week. They will be trained by their instructor to assist with the facilitation of the studio project. Studio TAs will be current College of Design undergraduate or graduate students representing each studio discipline. For Explorations Camp and Summer Studios, the two TAs assigned to each camp group will also fulfill the role of counselor.

Studio TAs will work to ensure that supplies, handouts, etc. are maintained throughout the week. Instructors are expected to have their TAs assist with studio prep before camp. Instructors are required to inform their TAs of their camp week responsibilities ahead of time to ensure a successful implementation of lessons and projects.

CAMP STAFF// CAMP COORDINATOR & ASSISTANT CAMP COORDINATOR:
A Camp Coordinator will be hired to oversee and facilitate the day-to-day operations of Design Camp as well as assist Design Lab staff and instructors in camp planning. The Camp Coordinator will be the lead staff person coordinating the daily activities of the camps. Two Assistant Camp Coordinators will be hired (one ACC for day camps, one ACC for overnight camps). ACCs assist the Camp Coordinator with Design Camp, and facilitate and monitor IT equipment borrowing and storage.

DESIGN LAB FOR K-12 EDUCATION CONTACTS:
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Tel: (919) 513-8153