



## Teaching Assistant for Camps

### Organizational Summary

The Arvada Center for the Arts & Humanities celebrates and elevates the human condition with engaging arts, humanities, education, and entertainment that expand the cultural landscape for everyone. The Arvada Center strives to create and maintain an inclusive and welcoming environment for all artists, actors, staff, volunteers, and patrons.

### Position Summary

Reporting to the Assistant Education Director, the Teaching Assistant supports camp instructors in the implementation of hands-on, developmentally appropriate lesson plans in camps. Teaching Assistants also support summer camp instructors with classroom management and in creating inclusive and nurturing learning environments. Teaching Assistants are scheduled for half day or full day shifts between the hours of 9:00-5:00 Monday-Friday throughout the spring break camp week (March 23-27) and for half or full day shifts on varying weeks throughout the ten weeks of summer camp programming spanning early June through mid-August.

### Responsibilities

- Collaborate with summer camp instructors to greet students arriving for camp each day and managing camp opening activity to keep students engaged during sign in process
- Manage the distribution and clean-up of classroom camp supplies
- Work directly with students to help support excellent classroom management
- Directly supervise campers during Lunch Bunch and After Camp programming
- Attend and participate in all required meetings and trainings

### Skills and Competencies

- Must possess a minimum of 1-2 years of experience in working with children
- Knowledge of performing arts, digital arts, music or visual arts is helpful but not required
- Patience, empathy, and the ability to build positive relationships with summer camp instructors, students, families, and staff
- Applicants should be reliable, flexible, and adaptable to changing circumstances
- Ability to collaborate and effectively communicate with all levels of personnel, patrons, and the general public in a cooperative and positive manner as a representative of the Arvada Center
- Demonstrates a commitment to Inclusion, Diversity, Equity, and Access (IDEA)
- A background check is required for applicants 18 years of age or older



## **Compensation**

This is a part-time, nonexempt position earning \$16.50-17.00 per hour and is eligible for paid sick leave.

The Arvada Center for the Arts and Humanities is dedicated to the principles of equal employment opportunity in any term, condition, or privilege of employment. We do not discriminate against applicants or employees based on age, race, sex, color, religion, sexual orientation, gender identity, national origin, genetic information, disability, or any other status protected by state or local law. Candidates from traditionally marginalized communities are especially encouraged to apply.

**Note: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job.**

## **Application Instructions**

Send an email with resume and cover letter as a PDF to [jobs@arvadacenter.org](mailto:jobs@arvadacenter.org) with the job title in the subject line.

Applications accepted until March 16, 2026.