**SUMMER EMPLOYMENT OPPORTUNITY**

Attention 21st Century Educators, STEM Professionals, Investors, Innovators, Design Thinkers, and Entrepreneurs:

The CEO of My Life Summer Experience is seeking to hire a Summer Camp Coach/Facilitator to help with implementation of the camp and facilitation of the innovative curriculum, which cultivates a entrepreneurial mindset and innovative capacity as a vehicle for instilling In youth life and leadership skills as well as skills for a 21st century economy.

We serve elementary, middle and high school students from various socio-economic backgrounds. There are several camp sessions at various locations in the Atlanta and Savannah area.

We seek a unique individual who is a curious, relentless problem-solver, who thinks outside of the box, who is passionate about youth and is an entrepreneurial thinker with a fun spirit.

The job will entail facilitating workshops, monitoring the students, preparing student project material, and working with a team to adapt to each session of students while implement teaching materials.

The typical day will involve working with students as they create and scale business ideas and identify their individual talents and skills as they work in teams.

Additional activities will include speakers, mentors and a behind the business tour field trip.

It is exceptionally rewarding work and a lot of fun.

Hours: 8am-5pm (flexible) Monday-Friday -Salary $300-$400 per week based on experience.

Requirements: College Student in 2rd year or more, Bachelors Degree ,Professional or Entrepreneur with equivalent experience. Experience with or passion to work with youth.

**Summer Dates:**

Start June 5, 2017 and run though July 21 (several one and two week sessions available per site)

**About CEO of My Life Global Institute**

CEO of My Life Global Institute is an organization that aims to empower young adults by supplementing their academic education and traditional career preparation with resources, training, experiences, support and encouragement that will give them every opportunity to live successful and fulfilling lives of self-sufficiency aligned with their talents, skills and interests.

**The Ideal Applicant**

The ideal applicant for this position would not only meet the qualifications outlined in this job description but would also be a forward thinking, innovator able to “think on their feet”. An ability to maintain quality work and perform tasks efficiently while navigating a fast paced environment is required. In addition, the ideal applicant will possess a team approach to learning and demonstrate a natural and genuine ability to work collaboratively with employers, employees, and interns at the company.

**Duties and Responsibilities of the Summer Camp Coach/Facilitator**

The Specialized Coach / Camp Facilitator is responsible for providing a dynamic learning experience to middle school and high school students. Coach Facilitators provide an environment that fosters personal leadership, entrepreneurship, problem solving mentality, teamwork and creative confidence. Coaches should embody the entrepreneur spirit within their own lives whether they work for an organization or are self-employed. Specialty experience include but are not limited to; Start-up/Business, Design Thinking, Finance, Life Coaching, and S.T.E.A.M.

Additional Responsibilities Include:

* 1. Assist with overall management and flow of classroom instruction, activities, design sprints, and group breakouts sessions. As well as student transportation & accountability.
	2. Facilitate your specific material of the curriculum to the students.
	3. Develop personal approach to delivering material.
	4. Prepare material for each session.
	5. Provide one-on-one and group coaching to students.
	6. Create positive, problem solving and encouraging environment.
	7. Foster personal leadership.
	8. Provide notes for best practices.

**Qualifications/Skills**

* Event Management background or previous experience as a Camp Director
* Ability to supervise the work of others
* Ability to establish and maintain effective working relationships with adults, youth and the general public
* Ability to maintain financial records
* Ability to work independently
* Knowledge of Lean Start Up, Business Model Canvas or Design Thinking Desired (not required)

**All interested applicants should submit a resume and cover letter.**

Cover letters should include answers to the following questions:

* In what ways are you the CEO of your life or seeking to be?
* Why do you believe you would be a “good fit” at CEO of My Life Global Institute?

**Approval Process**

All applicants will be subject to background checks as a part of the prescreening process. In addition, training and certification will be required prior to beginning work with children; this includes but is not limited to: First Aid/CPR certification and training related to the organizations policies/procedures (during on boarding). Must be available for two (2) day weekend trainings in April and May as well as virtual training and preparation.