



Job Title: Digital Arts Counselor

Reports To: Technology Director

Brief Description: The main responsibility of all staff is the campers' safety and wellbeing; all day, every day. TIC staff members enjoy creative independence, a stimulating and spirited atmosphere, and the camaraderie of brilliant and energetic peers. TIC Summer Camp is committed to a personal approach in all its activities. The staff makes sure that campers are given real choices, guidance in making those choices, and lots of personal attention. The job description below lists the minimum essentials. Staff members are sometimes asked to do tasks not explicitly stated here. It is expected that all staff will do whatever needs to be done for the good of the camp.

General Requirements:

- Energy, creativity, and patience. A love of learning and zest for life.
- A real interest in children and the desire to teach.
- Strong written and verbal communication skills.
- Friendly, tactful, diplomatic and proven customer service skills.
- Experience in teaching/coaching is a plus.
- Ability and desire to work in a stimulating, fulfilling, and sometimes silly environment while maintaining good judgment and safety.
- Availability for the entire summer, including staff training. Dates for the MD & VA sites are June 18 through August 17, 2012; DC dates are June 11 through August 10, 2012.

Acceptance of a TIC contract is a primary commitment; a second job is allowed only when it is not detrimental to job performance at TIC. TIC runs day camps in the DC area with no resident facilities; out-of-towners must find their own housing.

Job Related Requirements:

- Ability to teach campers a variety of graphic arts and help them to collaborate on a digital media project of their creation.
- Must have extensive artistic skill, training in photography, and experience with *Photoshop*, *Illustrator* and *InDesign* as well as some skills in web and animation techniques.
- Knowledge of computer programming is a strong additional asset.
- Multiple or cross discipline skills are a plus.

Supervisory Responsibilities: Junior (elementary age) and Senior (secondary age) campers.

Specific Job Duties:

- Responsible for two groups of four campers of varying ages, acting as their teacher, friend, advocate; helping them to work as a team and develop socially.
- Works with four campers at a time on two computers, teaching a variety of digital media through projects the campers define themselves.
- Outputs final project to appropriate medium (upload to website, social media, and/or DVD/CD) at the end of each session for each camper to bring home.
- Helps design instruction and facilitate the curriculum, ensuring the TIC philosophy and spirit is maintained.
- Uses any unassigned time for planning, paperwork, and managing supplies.
- Writes and edits mid-session and parent reports for assigned campers.
- Maintains standards which promote the health, safety and welfare of all participants.
- Provides feedback on camp activities to immediate supervisor on a regular basis.
- If an experienced counselor, takes a lead in staff orientation and training.