

Camp Launch Lab Assistants – temporary summer 2024

Dates July 15-19, 2024 and July 22-26, 2024; 9:00am-4:00pm (6 hour shift/1 hour lunch)

Index: 2WM400

Supervisor: Dr. Mihyeon Kim | F0012L

Time Sheet Approver: Dr. Mihyeon Kim | F0012L

Required Qualifications: High School Graduate; current undergraduate or graduate student, must be a declared major in Physics. A recommendation from a physics faculty member is also required.

Preferred Qualifications: Experience working in a lab environment; excellent communication and organization.

General Description: The Camp Launch Lab Assistants will gain skills associated with leadership and teaching laboratories, and will enhance their skills in critical thinking, problem solving, mentoring, and communication. The Lab Assistants will work with the William & Mary Physics faculty to provide advanced instruction and a unique academic experience for 9th grade Campers. This includes aiding faculty in the laboratory setting, ensuring safety of Campers in the lab and addressing Campers' questions regarding lab procedures and concepts. Three meals per day and dormitory housing, if needed, will be provided from Sunday, July 14, 2024, through Saturday, July 27, 2024.

Performance Duties

70% Instructional Support

- Maintain a safe, educative atmosphere in the laboratory at all times.
- Aid Physics faculty in laboratory setting and assist with academic instruction, as needed.
- Support campers' engagement, learning and acquisition of concepts, as needed.
- Provide general technical expertise to Campers and help Campers carry out experiments.
- Safely supervise Campers in and out of the classroom, following all guidelines and implementing all Camp Launch standards with the guidance of the classroom teacher.

20% Technical Support

- Prepare the lab as directed each day.
- Help troubleshoot set-ups, as needed.
- Enforce lab policies, practices, and safety standards.
- Assist faculty in organizing the lab environment, preparing and maintaining materials and resources.

10% Communication

- Maintain on-going communication with the Physics faculty to contribute to the success of the program.
- Address student questions regarding lab procedures and concepts in a clear, concise manner.
- Respond promptly to requests for support, prioritizing tasks to maintain optimal Camp productivity.
- Maintain a customer-service focus and collaborative mindset with Camp Launch Staff, Instructors, and campers.