

NOW HIRING: Summer Program Counselor

The GenOM/ALVA program is seeking (3) **Summer Program Counselor starting June 18, 2017 and ending August 19, 2017.**

The UW GenOM Project and is seeking to fill three counselor positions for the Alliances for Learning and Vision for Underrepresented Americans (ALVA) GenOM and Clean Energy summer research programs. The GenOM and Clean Energy ALVA are partner programs that provide a residential research internship for ~18 incoming freshmen to the University of Washington and six rising High School Seniors. There will be ~14 GenOM ALVA students and 4 Clean Energy ALVA students for the summer 2017 programs.

The summer program counselors will live on campus in McMahon Hall along with the GenOM and Clean Energy ALVA students. These individuals will serve as mentors for the students as well as the primary points of contact to GenOM Project and College of Engineering staff. Counselors are responsible for supervising and coordinating program activities on weekends and during off hours and are also responsible for ensuring a safe environment for the GenOM and Clean Energy ALVA participants. Counselors are on duty from 5:00 pm-8:00 am during the week and all day during ALVA weekends. On off weekends, two of the counselors must be on duty from 5:00 pm-8:00 am. Counselors are also required to attend a weekly planning meeting with GenOM Project and College of Engineering staff.

Position Dimension and Impact to the University:

- This position will directly impact the UW GenOM Project's mission to increase diversity, particularly to increase the numbers of underrepresented minority and women students graduating with STEM degrees.
- This position may also contribute to general student supervision during program activities, and/or contribute to additional STEM related workshops in other laboratory based classrooms and course work.

Duties & Responsibilities:

- *Attend mandatory staff orientation and weekly staff meetings.*
- *Supervise and mentor GenOM and Clean Energy ALVA participants.*
- *Assist participants with GenOM and Clean Energy ALVA coursework, including math, chemistry, bioethics, lab technology, and their research papers and presentations.*
- *Supervise and participate in GenOM and Clean Energy ALVA weekend activities, including organizing transportation, and on occasion, driving students to various activities in the greater Seattle area.*
- *Notify the program staff of any and all problems and make recommendations to improve the student experience.*
- *Ensure that participants are abiding by the policies set forth by the GenOM Project, College of Engineering, and Housing and Food Services.*
- *Foster a sense of community within the group, seek ways to include all students in activities, and guide the students to an appreciation of diversity in many forms.*
- *Carry out all duties assigned by the GenOM Project and College of Engineering staff*

Qualifications:

- Applicants must be entering their third year or higher (upperclassmen) at the University of Washington; and be majoring or focusing in STEM.
- Be responsible for the safety and well-being of the students.
- Work with students from a diverse set of backgrounds, and support each student based on their individual needs so they can have the best experience possible in the program.
- Previous experience working with other students in a mentorship role.
- Demonstrate the ability to enforce discipline firmly and fairly and to work with participants who may have differing abilities, motivational levels, backgrounds, and learning styles.
- Driver's license, clean driving record, and pass a background check.
- Ideal applicant should demonstrate previous experience with the UW GenOM ALVA and/or Clean Energy ALVA programs (either as a participant, instructor, volunteer, or tutor).
- Multi-task, work quickly and effectively under pressure and problem solve when issues arise.
- Communicate effectively with the GenOM staff and other counselors in a collaborative way

Compensation:

- Summer Program Counselors will receive a stipend of \$3,000 each. Counselors will also receive housing (McMahon Hall/single room) and food during the duration of the program. Counselors must also attend training sessions prior to the start of the program, which will be scheduled for May and June.

Please send a cover letter, resume and names of three references to Gregory Diggs at diggsyng@uw.edu by the end of the day on Friday, March 10th, 2017.