Position Title: Research Assistant for the Carleton Summer Science Institute

Who should apply?
The Carleton Summer Science Institute is a three week residential summer camp open to current high school sophomores and juniors interested in science. We offer two sessions of the Summer Science Institute over the summer, each with three to four guided research groups. Research Assistants work closely with participants as they learn to think and write like scientists while completing a collaborative guided research project and assist CSSI faculty with class activities and labs. Applicants should be energetic and passionate about helping students learn.

Position Schedule:
• The CSSI Research Assistant Position is full time for the duration of the 3-week pre-college program
• Program Dates: July 15 – August 4. A mandatory training will take place on July 15.

Benefits of the Position:
This position has been traditionally paid with a stipend, but may be switching to hourly pay. Updated salary information will be available soon. The position also includes a single room and board plan (when the dining hall is open) for the duration of the program session. Research Assistants will also have the ability to participate in activities and weekend trips.

Responsible to:
• Faculty Assigned (Jennifer Wolff, Steve Drew, Stephan Zweifel, Frank McNally)
• Jennifer Wolff, Director, Carleton Summer Science Institute
• Jeremy Updike, Director, Summer Academic Programs

Qualifications and Requirements:
This position is open to current Sophomores, Juniors, and Seniors.

• Applicants must have an interest in working with high school juniors and seniors and possess the ability to help and mentor the students.
• Applicants should model appropriate behavior and time management skills.

Desired Qualifications:
• Prior experience working with Middle or High School students.
• A passion for Carleton and what we can offer each individual student.
• Past experiences at Camps or Pre-college programs.
• Ability to drive a campus vehicle.
Responsibilities:

- Research Assistants work closely with participants as they learn to think and write like scientists while completing a collaborative guided research project and assist CSSI faculty with class activities and labs.
- Assist with giving direction to students while in lab and in the field.
- Demonstrate a commitment to maintaining order. Research Assistants are role models for our students, they are responsible for making sure all rules are followed, and they are committed to keep all students safe.
- Facilitate group discussions. To accurately give the students a pre-college experience we must create safe and welcoming environments to encourage both academic and personal growth. Research Assistants will be trained on facilitation and may be teamed up with a Dorm Counselor to run evening discussions with small groups of students.
- Assist with and be responsible for following emergency protocols.

Questions?

Thank you for considering the Research Assistant position. We are looking for a fun, driven, and excited summer staff. If you are interested in the position please apply on our website and pay close attention to the application dates.

All possible applicants must complete the application form by April 14, 2017. The application is available at go.carleton.edu/summer.

Any questions on the position should be directed to:
Amanda Williams, ex:4038, awilliams@carleton.edu

For more information on the Summer Academic Programs visit our website at go.carleton.edu/summer.