**Auburn CEOE Summer Counselor Positions**

**Description:**
The Office of the Vice President for Outreach is home to The Center of Educational Outreach and Engagement (CEOE) which offers academic summer academies for underrepresented and underprivileged students and partners with the GEAR UP program.

Academic academy counselors lead, instruct, and supervise academy participants and perform duties required by the Academy Director. Counselors work in teams (led by a Lead Counselor) to ensure smooth and safe academy operations, while creating an extraordinary Auburn Experience for academy participants through superior customer service. Counselors will be selected based on application, experience, recommendations and participation in required training. Please see [www.aub.ie/ceoe](http://www.aub.ie/ceoe) for more information about The Center for Educational Outreach and Engagement.

**Counselor Qualifications**

- Have attended Auburn University for at least one year and be in good academic standing (minimum 2.5 CGPA).
- Be at least 19 years old, pass a background check, and possess a valid state driver’s license.
- Must have the patience, understanding, flexibility, and energy to work and live with academy participants and counselors.
- Willing to adapt and work hard as part of a team with a common goal.
- Must be able to lead and care for others, displaying a positive and encouraging attitude at all times.
- Serve as an ambassador for Auburn University and role model for all participants.
- Possess and demonstrate excellent customer service and interpersonal skills.
- Must demonstrate the ability to implement creative “hands-on” activities and games.
- Summer camp counselor experience preferred.
- Not enrolled in any summer classes in June (due to work schedule variances).
- Be punctual, organized and ready at all times
- Provide leadership and supervision to academy participants throughout duration of academy
- Remain actively involved in all academy activities including classroom instruction
- Assist in coordinating, leading and participating in all academy recreational activities as scheduled
- Enforce Auburn University policies and procedures in a consistent and non-threatening manner
- Develop and maintain outstanding relationships with students, parents, faculty, and other counselors
- Report all needs of academy participants to appropriate staff as required
- Have Fun!

**APPLICATIONS ARE DUE NO LATER THAN:** February 1, 2019 AT 11:59PM

**Compensation:**
Summer salary is **$400/week** for counselors with meals and residential dormitories provided during academy only. Counselors will be expected to work 1 week in May, the entire month of June or both. Counselors are not able to take classes during camp sessions. CEOE shirts will be provided.

To Apply: Visit our website [www.aub.ie/ceoe](http://www.aub.ie/ceoe)