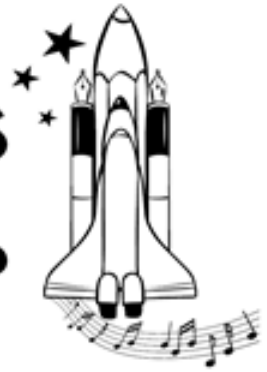


## ***This summer... be a Site Administrator at Adventures in Writing Camp!***

MISTER LEMUR'S

# **ADVENTURES IN WRITING CAMP**



**Who:** Energetic leaders!

**What:** Two week writing camp

**Where:** Multiple locations in CA and NV

**When:** June – August (2-week Monday - Friday sessions)

### **Overview:**

Inspire and be inspired! Immerse yourself in a world of creativity and music as you foster a love of writing among second through fifth grade campers. Adventures in Writing Camp is a two-week day camp that channels the power of childhood imagination into writing success! The camp's curriculum and lessons guide students through the process of writing, illustrating and creating their own eBook. See the magic of Adventures in Writing Camp for yourself at: <http://www.aiwcamp.com/camp-video/>

### **Site Administrator**

Adventures in Writing Camp seeks experienced educators with a “we can do anything working as a team” attitude to facilitate two-week writing camps in California and Nevada. This is a 2 week commitment for the summer of 2016 with the option of working more weeks (preferred).

You will be responsible for the day-to-day operations of the camp, as well as the primary contact for parents, staff, and management. As an experienced leader, you will work with your team of 3-4 Writing Rangers (teachers) and 4-8 Adventures Guides (counselors) to foster an environment where campers fall in love with writing!

Prior to the start of camp, you will be available to place welcome calls (or voicemails) to each registered family. You will work closely with the camp founders to spread the word in your community and to ensure that staff and materials are prepared for day-one. During camp, your daily responsibilities will range from opening classrooms and greeting campers, to covering a class in the event of an illness, and checking-in with the camp's founders. In short, you are the grease that keeps the camp wheels spinning smoothly! After camp, you will be responsible for organizing and returning supplies, and sharing information that can be incorporated into next year's camp.

During camp, the Site Administrator will be on site from 8:15am – 3:45pm daily and “on call” as needed. Some additional time will be needed prior to, and after, the start of camp.

**Compensation:** Site Administrators are considered employees, and pay is competitive with other top educational day camps. It is anticipated that in addition to their duties during camp, the Site Administrator will “drop-in” to two to four local PTA meetings or similar events to help spread the word about AIW Camp in the community, and, where applicable, to help with flyer distribution in the community. For the sake of the kids' experience, we ask that applicants only apply for a camp if they expect to be available for all ten days of that camp.

### **About AIW Founders:**

Adventures in Writing co-founders Hans and Jennifer Hartvickson are the authors of *Mister Lemur's Train of Thought*, *The Santa Claus Alarm*, and *It Will Take a Lot of Us to Lift a Hippopotamus*, and the founders of the educational band “The Scheming Lemurs.” Hans and Jen met as undergraduates at Stanford and enjoy a shared passion for education. Jennifer holds a Master's in Education from Stanford and has traveled the country speaking to over 200,000 students at over 300 elementary schools in the last 4 years. Hans holds degrees in Economics and Public Policy from Stanford and an MBA from Wharton. He previously worked for an investment bank and a hedge fund before following his heart into writing education, and he is now the president of educational non-profit Kids Love Writing.

Please submit your information via <http://www.aiwcamp.com/join-the-team/>