



MISSION

WACO | WORLD

Job Description	
MWMW Position Title (type in CAPS): Children and Youth STEM Teacher Assistant - TEMPORARY	
Staff Group:	<input type="checkbox"/> Executive Staff <input type="checkbox"/> Program Coordinator <input type="checkbox"/> Operations/General Staff <input type="checkbox"/> Program Director <input checked="" type="checkbox"/> Program Staff <input type="checkbox"/> Administrative Staff <input type="checkbox"/> Retail Manager <input type="checkbox"/> Retail Staff <input type="checkbox"/> _____
Immediate Supervisor: STEM Teacher; and Children/Youth Director	
Immediate Subordinates: Full-time (30+ hrs/wk): 40 hrs (one week total) Part-time (up to 29 hrs/wk): Work-Study:	
Status: <input checked="" type="checkbox"/> Non-exempt	Position Originally Created: April 2025
	Date Last Revised:
Hours Per week: One week STEM camp. Would need to have availability Monday, June 16th through Friday, June 20th from 8:30am to 5:30pm. Additional hours for planning and administrative tasks are flexible. This position is TEMPORARY and GRANT-FUNDED.	
General Summary: Mission Waco STEM camp is intended for children 10-11 years old from around the North Waco area. We aim to make a positive impact by providing enriching activities that will enhance every child's God-given talents.	
Critical Functions and Responsibilities	
1. Help plan, lead, and implement STEM activities.	
2. Assist with providing quality and creative curriculum in STEM, Robotics, and Computer Science.	
3. Supervise students and ensure their safety and general well-being while enforcing all policies	
4. Build positive relationships with our children and their families.	
Additional Functions and Responsibilities	
1. Ensure cleanliness of the building.	
2. Must be at least 16 years of age.	
3. Any other duties related to STEM or Childrens programs, as assigned by either supervisor.	
4. Attend any staff meetings or trainings, as scheduled by either supervisor.	
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The functions and responsibilities contained in this Position Description are not all inclusive. Other duties and requirements may be assigned at any time.

Requirements/Preferences	
Minimum skills and knowledge required: 1. Skills in Minecraft, Lego Education 2. Ability to plan and implement developmentally appropriate and engaging curriculum	Skills and knowledge preferred: 1. 2.
Minimum previous experience required: 1. Being part of a team that has worked toward completion of a project or goal.	Previous experience preferred: Previous experience working with children in an after school, camp, or school environment.
Minimum education required: Some High School	Education preferred:
Minimum communication skills required: 1. Communicate clearly and effectively with staff, students, and other volunteers. 2. Ability to mediate conflict among children and their peers.	Communication skills preferred: 1. 2.
Special training, certification or licensing required: 1. 2.	Special training, certification or licensing preferred: 1.
Behavioral, emotional, mental requirements: 1. Mature Attitude 2. Ability to be flexible 3. Good problem-solving skills 4. Organized 5. Patient	
Other requirements: Physical ability to lift up to 20 lbs and tolerate exterior heat in summer weather. Other preferences: Mature Christian faith preferred	

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