

# TECH CORPS: Position Description

---

**Title:** Summer Program Instructor

## Position Summary

Part-time/Temporary position responsible for coordinating and implementing all day-to-day aspects of a TECH CORPS program. TECH CORPS implements summer programs that range from one week to six weeks long. Instructors can identify their desired program based on availability, experience, or preferred grade level (elementary, middle, or high school). Program cohorts consist of two Instructors and up to 25 students (varies by program) with most high school programs also including a Success Coach.

- Date:** TECH CORPS summer programs will be offered Monday – Friday between **June 1, 2026 and August 14, 2026**.
- Time:** TECH CORPS summer programs typically run between **9am-3pm** (hours may vary by region) with staff onsite up to an hour before/after the program times.
- Wage:** \$25 per hour plus paid training time

## Specific Responsibilities:

- Attend training session prior to program start date
- Become knowledgeable of program tools (lessons/activities, software/hardware) prior to program sessions
- Be able to explain complex ideas to students so they can relate and understand
- Build a safe program environment conducive to collaborative and hands-on learning
- Assist students with the successful completion of lessons/activities and evaluation
- Provide feedback on the students' experience with the overall program
- Provide TECH CORPS staff with all program and evaluation data as requested
- Arrive to every workday session promptly and prepared for sessions/instruction
- Perform other duties as needed for the successful implementation of the program

## Qualifications:

- Passion (for the mission of the organization), Creativity and Initiative
- Knowledge and/or experience leading, mentoring or teaching groups
- Effective communication and presentation skills
- Previous experience working with a wide range of populations is a plus
- Professionalism (time management, appearance, dependability) and strong work ethic
- Computer Science, IT, or Engineering experience/major/degree preferred but not required

## Content Knowledge/Experience (based on desired program/topic):

- Programming/Coding
- Swift (Apple)
- Graphic Arts and 2D or 3D Video Game Design
- Data Analytics
- Web Development
- Tech Support, Hardware, CompTIA
- Open-source software, including image, audio, video manipulation, web authoring and programming environments

**Direct Report:** Summer Program Instructors report to the respective Program Manager in their area.

**Location:** TECH CORPS summer programs will be offered via partnerships with colleges/universities, K-12 schools and nonprofit organizations in Central and Northeast OH in addition to various areas across the country.

**For additional details or to apply visit:** <http://bit.ly/26tcstaff>  
**For more information, please contact TECH CORPS @ 614-583-9211.**