YYGS Instructional Staff

Employer: International Affairs, Office of

Employer Type: On-Campus

Category: Teaching/Tutoring

Job Type: On-Campus Jobs

**Program Overview**: Yale Young Global Scholars (YYGS) is a high school academic enrichment and leadership development initiative that is administered by Yale’s Office of International Affairs (OIA). YYGS hosts over 1500 high school students split across six two-week sessions held at Yale University’s Davenport and Pierson Colleges in New Haven, CT, and one two-week session held at Yale Center Beijing in Beijing, China. YYGS New Haven sessions run concurrently across three two-week periods throughout June, July, and August 2018. The 2018 program session dates are as follows:

**Applied Science & Engineering (ASE)**
June 15-16: Instructional staff orientation  
June 17-30: Session programming

**International Affairs & Security (IAS)**
June 15-16: Instructional staff orientation  
June 17-30: Session programming

**Frontiers of Science & Technology (FST)**
July 6-7: Instructional staff orientation  
July 8-21: Session programming

**Sustainable Development & Social Entrepreneurship (SDSE)**
July 6-7: Instructional staff orientation  
July 8-21: Session programming

**Biological & Biomedical Science (BBS)**
July 25-26: Instructional staff orientation  
July 27-August 9: Session programming

**Politics, Law, & Economics (PLE)**
July 25-26: Instructional staff orientation  
July 27-August 9: Session programming

**YYGS-Beijing: Asia in the 21st Century (ATC)**
July 23-25: Travel to Beijing, China, and instructional staff orientation  
July 26-August 8: Session programming

YYGS is hiring undergraduate students (Instructors) and graduate students (Lead Instructors) to teach, mentor, and supervise participants both in and out of the classroom. YYGS is looking for instructional staff members who are interested in teaching and mentoring high school students from diverse backgrounds and willing to work collaboratively to create a successful and memorable program.

For more detailed information on YYGS and the YYGS instructional staff positions, please visit globalscholars.yale.edu/employment.
**Position Description:**

YYGS is an incredibly intense two-week experience, and requires a full-time commitment. Instructional staff are expected to take on a wide array of responsibilities to help facilitate the program, including both academic and residential life responsibilities.

Instructional staff responsibilities include, but are not limited to:
- Developing and delivering 4-6 unique seminars on topics of personal and professional interest,
- Mentoring and advising students in two-week capstone research projects,
- Leading breakout sessions following faculty lectures,
- Mentoring a YYGS Family group,
- Supervising field trips or tours,
- Helping with participant check-in and check-out at the start and end of each session,
- Contributing to the residential life aspects of the program, and
- Aiding leadership team as necessary in administering program policy and ensuring student comfort and security.

**Typical Day in YYGS:**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>8:00 AM – 9:00 AM</td>
<td>Breakfast (provided)</td>
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<tr>
<td>9:00 AM – 10:30 AM</td>
<td>Attend keynote lecture by Yale faculty</td>
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<tr>
<td>11:10 AM – 12:30 PM</td>
<td>Lead breakout session</td>
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<td>12:00 PM – 1:00 PM</td>
<td>Lunch (provided)</td>
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<tr>
<td>1:30 PM – 3:00 PM</td>
<td>Teach seminar</td>
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<tr>
<td>3:30 PM – 5:00 PM</td>
<td>Lead YYGS Family Time</td>
</tr>
<tr>
<td>5:15 PM – 6:30 PM</td>
<td>Dinner (provided)</td>
</tr>
<tr>
<td>6:45 PM – 8:45 PM</td>
<td>Lead Capstone Project</td>
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**Job Requirements**

1. Undergraduate or recent graduate with demonstrated academic and professional interest in fields related to, or complementary to the sessions offered. Yale affiliation or YYGS alumni preferred.
2. Exclusive full-time commitment for the duration of session(s) employed, as well as fulfilling curriculum development duties during the Spring.
3. Demonstrates flexibility and adaptability in response to changing work demands.
4. To teach in the 2018 ATC session in Beijing, instructional staff must have taught at a YYGS session before the session is held on July 26-August 8. Instructional staff applying to teach in any 2018 YYGS session in New Haven may also apply to teach at the 2018 YYGS-Beijing session.

**Preferred Skills**

1. Experience teaching or mentoring others.
2. Excellent oral and written communication skills.
3. Excellent organizational skills, accuracy, and attention to detail.

**Job Level**

Student Worker

**Compensation**

Base pay for instructional staff is as follows:
- Current undergraduate students: $1,500
- Bachelor degree holders: $2,000
- Currently enrolled graduate students and advanced degree holders: $3,000
YYGS instructional staff who have taught in YYGS in summers prior to 2018 will receive an additional $250 for each year they have taught at YYGS, up to $500.

Meals are provided for all staff members for the duration of the program. On-campus housing is available on a limited basis and can be provided upon agreement of additional residential life responsibilities. On-campus housing is not required for those who have alternative arrangements.

For instructional staff in the YYGS-Beijing session, YYGS covers travel costs to/from Beijing and provides housing and meals, with the agreement of additional residential life responsibilities.

<table>
<thead>
<tr>
<th>Time Frame</th>
<th>Summer</th>
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<tr>
<td>Work Location</td>
<td>Yale College (Central Campus) or Yale Center Beijing (Beijing, China)</td>
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