

2026 Summer Youth Programs Instructor Proposal Information Sheet

Program Dates and Schedules

Program	Dates	Program Content Hours	Instructor Pay Rate	Required Teaching Commitment
Sheldon Institute	Week 1: July 20th - July 24th Week 2: July 27th - July 31st	9:30 AM – 3:30 PM daily	\$30 per hour	Teach multiple lessons each day and teach all five days each week. Courses should fill 75-150 minutes of teaching time two to four each day for five consecutive days.
STEAM Camp	Week 1: August 3rd - 7th Week 2: August 10th - 14th	9:30 AM – 3:30 PM daily	\$30 per hour	Teach the same group for a half-day, and repeat the lesson for another group for the second half of the day, for all five days each week. Courses should fill two 150 minute sessions each day for five consecutive days.

- **Lunch Break (STEAM Camp only):** Instructors have an **unpaid** hour lunch (typically 12:00 PM - 1:00 PM).
- **Location**
 - Where: SUNY Oswego Campus, Oswego, NY

Target Age Groups and Course Realms

Both programs welcome children entering **grades K-9**. Submitting proposals that can be **adapted across multiple age groups** increases the probability of selection for both programs.

Program	Age Groups	Course Realms of Interest
Sheldon Institute	Children and adolescents entering grades K-9	Arts/Crafting/Music, Sciences/Technology, Sports/Wellness, Hobbies/Gaming, Deep dives into specific topics (e.g., Language studies, history, cryptography), or any other creative course topic.
STEAM Camp	Children and adolescents entering grades K-9	Science, Technology, Engineering, Art, Math (STEAM). Courses should be interactive, hands-on, and focus on real-world applications.

Mandatory Instructor Requirements

All selected applicants must complete the following prior to the program start date:

- Attend a **paid Instructor Orientation**.
- Submit information for a check through the **NYS Sex Offender Registry**.
- Attend a **mandatory virtual child protection training**.

Compensation and Materials

- **Pay Rate:** Instructors will be compensated at a rate of **\$30 per hour** for each week of lesson(s) taught, including compensation for attending orientation.
- **Material Cost:** Instructors must be mindful of costs, and will be given a very limited budget, as neither program charges extra material fees for courses. Instructors are encouraged to use materials in the program inventory.
- **Proposal Cost Details:** Course proposals need to include the estimated material cost **per student**, along with any equipment costs and an assessment of how essential the equipment is to run the course. Please be advised that each instructor only has a budget of \$100 per program (Sheldon Institute and STEAM Camp).

Instructor Responsibilities

- **Course Planning & Development:** Plan the course content, manage instructional materials and logistics, and ensure activities adhere to the established supply budget.
- **Instruction & Delivery:** Develop and deliver diverse, engaging, STEAM-based activities specifically tailored to the assigned grade level(s).
- **Student Management & Supervision:** Maintain continuous supervision of students, manage a consistent group (up to 12 children) for the duration of the program, and foster continuity and positive group dynamics.
- **Environment:** Establish and maintain a safe, inclusive, and fun learning environment for all participants.

Application Instructions: Course Proposal and Resume Submission

To apply for the Youth Program Instructor position, the applicant must submit a resume and a complete course proposal via the required Google Form.

- **How to Apply**
 - **Prepare Your Documents:**
 - **Resume:** Ensure your resume is current.
 - **Course Proposal(s):** Prepare your proposal as a separate document (PDF or Word) including all required information (listed below) and any other relevant details pertaining to the course.
 - **Access the Application Form:** Fill out the required information by clicking the link to the official Google Form.
 - **Submit Your Materials:** Within the Google Form, you will be prompted to:
 - Attach your Course Proposal.
 - Attach your Resume.
 - Submit the Google Form.

Course Proposal Requirements

Course proposals must include at least the following information to be considered:

- Name of the Proposed Course
- Brief Description of the Proposed Course (e.g., goals, learning objectives)
- Brief Daily Outline of Proposed Course (e.g., activities planned for each session/day)
- At Least One Age Group that this course would be facilitated for: K-1, 2-3, 4-5, 6-7
- Estimated Supplies Needed (Note: There will be no more than 12 children in your group.)

Course Proposal Submission

- **Submission Deadline:** The highest consideration will be given to proposals submitted before **March 1, 2026**. *Applications are accepted on a rolling basis.*
- **Content:** Courses must be **interactive and engaging**.

- **How to Submit:** Proposals should be submitted electronically via the appropriate Instructor webpage (Sheldon Institute or STEAM Camp).

Contact Information

If you have any questions, please contact:

Chelsea Ginett, Youth Program Manager & Director of Sheldon Institute for Barbara Shineman Scholars and STEAM Camp

- **Phone:** (315) 312-2726
- **Email:** Chelsea.ginett@oswego.edu