

AUDL SUMMER PROGRAMS

ATLANTA URBAN DEBATE INSTITUTE

July 7-11, 2025
July 14-18, 2025

**LAB INSTRUCTORS
INFORMATION & CONTRACT**



EMORY
UNIVERSITY

Center for Civic
and Community
Engagement



Welcome

Thank you in advance for your desire, dedication, and determination. Your commitment to debate is absolutely crucial to the success of the Atlanta Urban Debate League and the Debate Community's continued growth. We are excited to have you help us provide the power of debate to countless young people in our community.

This document will be a guide for expectations as a lab instructor and act as an agreed blueprint of what your role will be as part of the Atlanta Urban Debate League's summer programming.

Lab Instructor Role

The lab instructor role offers the opportunity for adults passionate about debate education to teach rising 6th-12th students and get them excited about debate. Lab instructors will help foster a positive debate institute experience that results in growth of debaters and aids in their own professional development. Lab instructors should have some debate experience and/or a background teaching debate outside of the AUDI. Lab instructors receive a \$500 stipend at the end of the week.

Your participation in this program helps strengthen the wider AUDL network. Instructors are encouraged to form connections with their peers, seek mentorship from other staff, and act as mentors both to students attending camp and newer instructors. The AUDI is designed such that instructors must be highly collaborative inside and outside their respective labs.

Instructional teams are intentionally assigned with mixed experience levels so that everyone can learn from each other. All instructors for a lab should be actively involved with teaching each day. Lab leaders should coordinate with each other in advance to create lesson and activity plans that give everyone opportunities to help students in various capacities. There is no hierarchy to instructional teams at the AUDI. More experienced instructors should be ready to take a step back and help less experienced instructors prepare to lead some lessons and activities, while less experienced instructors should utilize the AUDL's instructional resources and their co-lab leaders to prepare to try leading new lessons and activities.

Instructional Staff Expectations

General Statement of Conduct

We expect all staff members to treat others with respect and to set a positive example for students in accordance with the 6 P's.

Drugs & Alcohol Policy

No staff member may consume, possess or be under the influence of illegal drugs or alcohol in lab rooms, on Emory University/school property, or during any interaction with students.

As per Emory University Policy, Emory is a smoke-free campus. We expect AUDI staff not to consume tobacco near, among, or with AUDI students.

Anti-Discrimination Policy

The AUDI is committed to a safe and harassment-free environment. Acts of discrimination or discriminatory harassment based upon an individual's race, ethnicity, gender, color, religion, creed, national origin, ancestry, age, marital status, disability, or sexual orientation are all serious violations of Emory University policy and federal law. Visit <http://policies.emory.edu/1.3> for detailed explanations of Emory policies, as well as relevant state and federal laws.

Attendance & Availability

We assume if you accept this position that you will be attending orientation and the full workshop (every day of the camp and all hours every day). If that is not the case, please let us know and provide an explanation as to why you will not be present. Please note, based upon your response and availability we reserve the right to rescind an invitation to work in AUDL summer programming.

All instructors are expected to be with their labs for scheduled lab hours so that students are supervised during instructional periods. Staff should arrive before student drop-off begins and stay until the staff debrief after pick-up each day. If staff attendance becomes a problem, it can jeopardize the perception of responsibility and educational value that are fundamental to the success of the entire institute.

All instructors should take attendance with their students in lab at the beginning of every lab session. It is vital that we keep track of students and let them know we believe it is important for them to attend all lab sessions. We will provide you with more information on procedures at staff orientation.

Mandatory Reporter Policy

All AUDI staff are mandatory child abuse reporters. All instructors will be required to complete an online course on identifying and reporting misconduct with minors, along with an online course on boundaries for educators and a background check.

Housing, Transportation, and Food

We will cover parking for anyone who needs it and Uber vouchers for anyone unable to transport themselves to campus. Housing may be provided only if an instructor is unable to commute via personal vehicle or Uber. The Atlanta Urban Debate League does not cover travel costs to or from Atlanta for instructors living out of town.

We will also provide a food per diem for all staff. All staff should bring their own nut-free lunch Monday through Thursday. A staff appreciation lunch will be provided on Friday. Instructors should not leave their labs to purchase lunch on campus, even if there are other instructors present to supervise students.

The 6 P's

Punctual

- Arrive on time for staff huddles and morning assignments before students arrive each day.
- Try to be mindful of the time and schedule as you teach.
 - Get students to lunch by noon.
 - Return from lunch in a timely manner. Wrap up labs each day in time for students to be at the pick-up location when dismissal starts.

Positive

- Cultivate a welcoming educational space that prioritizes community over competition. Model the respectful behaviors we expect of students and each other.
- Celebrate the small successes during lab. Help students build confidence in themselves and enjoy camp as they learn about debate.
- Be engaged in morning community building activities during large group sessions and ice breakers in your lab groups. Be mindful of body language that may discourage students from interacting with you, such as wearing headphones.

Persistent

- Continue to be present and positive as situations inevitably arise. Reach out to the wider camp support network to avoid burnout and get help finding solutions.
- Be patient as students may need reminders of previously explained concepts throughout the week.
- Adjust teaching strategies as needed to ensure all students in your lab are understanding concepts. Meet students where they are.

Prepared

- Review the evidence packet corresponding to your lab's experience level before the start of camp.
- Review instructional resources such as sample curricula and lesson plans as needed to lead activities each day.
 - We have several resources. Please communicate with the admin team and we will be more than happy to point you in the right direction.

- Make sure to bring any necessary materials for the day when your lab leaves the large group session in the morning.

Proactive

- Communicate potential concerns or emergent situations to the admin team and/or your co-lab leaders as soon as possible.
- Communicate with other instructors for your lab group ahead of time to establish game plans before labs start for the day. Figure out who will lead what activities and how others can provide support before you are in front of students.

Professional

- Please be patient and mindful in your interpersonal communications with any parents, teachers, students, staff, and volunteers.
- Do not share any sensitive, confidential, or personally identifiable information about students with non-AUDL or CCE staff members or give your personal contact information to students.
- We welcome all staff to dress comfortably in any attire appropriate for a K-12 educational space.

Application

If you would be interested in working as an instructor this summer, please complete the application linked below. Form submission does not obligate you to work at the AUDI, nor does it guarantee that you will be offered a position. The AUDI administrative team will follow up with a hiring decision and next steps such as orientation and onboarding paperwork to complete if you accept the position. **The deadline to apply is May 2, 2025.** We will follow up by May 9, 2025.

If you have any questions or concerns, please email atlantadebate@gmail.com.

[Click here for the summer instructor application.](#)