



**Cabarrus County 4-H**  
**Summer Internship - Teaching Assistant**  
**Role Description**



**Major Objective:**

Organize, plan and implement summer programming to include Junior & Cloverbud leaders.

**Major Responsibilities:**

Teaching Assistant may supervise and give feedback to Cloverbud Leaders during Summer Fling programs.

Teaching Assistant may lead a group session at 4-H Afterschool Summer Fun Days for Kids:Plus

Teaching Assistant will be expected to:

Organize

- Maintain set office hours
- File registration papers
- Collect & compile evaluation data

Planning & Preparation

- Plan and prepare for at least three complete summer days as assigned
- Assist with setup & cleanup of other days as assigned
- Maintain set prep hours

Implementing

- Implement at least three complete summer day camps as discussed

Teaching Assistant will be able to observe and assist 4-H staff with other associated programming.

Teaching Assistant will NOT

- deal with payments or purchases associated with camp
- transport youth

**Qualifications:**

- All applicants will need to complete a satisfactory face to face interview with 4-H Agent.
- Must have reliable transportation
- Must have flexible scheduling to attend trainings and summer programs.
- Prior experience working with youth is preferable, but not necessary.

**Payment Schedule: (pending approval from 4-H Foundation)**

- \$500 - 60 hours minimum/assist 1 cloverbud week/teach 4 classes