

#### **Tech Lab Volunteer**

#### Overview:

Tech Lab Volunteers aid in implementing program curriculum in the computer lab for the youth at the Club. They also assist with First Lego League, S.T.E.A.M programming, and homework. Tech Lab Volunteers must be dependable, positive, and willing to follow all staff guidelines while operating the Computer Lab.

## **Responsibilities:**

- Be present and available to answer technology-related questions for youth
- Effectively implement the Tech Lab curriculum each shift
- Communicating with the Education & Arts Manager to make sure the needs of the organization and the youth are being met
- Provide technical support for programs and activities
- Be acquainted with the available resources and monitor computer usage among youth

# **Qualifications:**

- Experience working with youth ages 8-18
- Able to logically solve basic technical issues
- Excellent communication skills
- Dependable in following schedule and procedures
- Computer Science, Engineering, and/or related major/career is a plus.

**Hours:** Monday-Friday between 2:00 PM & 6:00 PM- Must be available at least one day per week.

### Interested?

Please contact the Volunteer Coordinator, Tara Levine at:

Email: tara.levine@lbgc.org

Tel: (978) 458-4526 x15