



**THE MATH CORPS AT  
CLEVELAND STATE UNIVERSITY**



**2018 SUMMER CAMP  
CA/CI JOB APPLICATION**

The Math Corps at CSU Summer Camp is a six-week mathematics enrichment and mentoring program for middle and high school students who live and/or attend school in the greater-Cleveland area. The program, which this year will run from **June 18<sup>th</sup> – July 27<sup>th</sup>**, brings middle and high school students together with college students and mathematicians, to share in the teaching and learning of mathematics, in a university setting.

The Summer Camp serves students who, in the fall, will be entering the 7<sup>th</sup> or 8<sup>th</sup> grade. High school students entering the 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade serve as paid Teaching Assistants (TAs).

The 7<sup>th</sup> and 8<sup>th</sup> grade students receive instruction from University faculty and enjoy a variety of learning activities led by the college and high school students under the supervision of middle and high school teachers. The high school TAs serve as role models and “big brothers” or “big sisters” for the younger kids and engage in their own learning as well studying both fundamental and advanced mathematics.

**How to Apply:**

Applications are available on the Math Corps website, **[www.mathcorpsCLE.org/employment](http://www.mathcorpsCLE.org/employment)**.

**Applications can be submitted online or by mail.**

Completed paper applications can be mailed to:      The Math Corps at CSU, Attn: Lindsay Pier  
Department of Mathematics  
Cleveland State University  
2121 Euclid Ave, RT1524  
Cleveland, OH 44115

**Note:** When submitting online, applicants will need to upload their most recent grades. A PDF file is preferred, but a clear screen shot or photo (i.e. applicant’s name, grades for all courses, etc. are legible) is acceptable.

**Application Deadline:**

Applications will be accepted until 5:00 p.m. on **Friday, March 23<sup>rd</sup>** or until all positions are filled.

Interviews will take place in April. Applicants will be notified of the status of their application by **Friday, April 27<sup>th</sup>**.

**Further Information:**

For additional information, contact Lindsay Pier, Program Coordinator, at (216) 523-7151. If you reach voice mail, please leave a message (include your name, your phone number and the best time to reach you at that number) and we will return your call.

### **College Instructors:**

The primary job responsibility of each College Instructor (CI) is to lead a team of 15 students, consisting of ten 7<sup>th</sup> or 8<sup>th</sup> graders and five high school TAs. CIs are expected to serve as teachers, role models and mentors to each of their kids.

### **College Assistants:**

College Assistants (CAs) provide general assistance in whatever areas may be needed. Assignments can range anywhere from setting up breakfast to serving as safety monitors to supervising games to providing one-on-one or group tutoring to escorting students to computer labs to assisting in the teaching of high school courses, etc. CAs are expected to serve as role models and/or mentors for the students they interact with and are expected to interact with as many students as possible.

### **CI/CA Training and Schedule**

**CIs and CAs are expected to attend, unless excused by the Program Coordinator, all scheduled training sessions and program activities as follows:**

#### *Training:*

- Thursday, May 31, 9:00 am – 3:00 pm
- Friday, June 1, 9:00 am – 3:00 pm
- Tuesday, June 5 – Friday, June 8, 9:00am – 1:30pm (TA Training)
- Week of June 11, times vary

#### *Staff Meeting(s):*

- Wednesday, May 30, 4:00 – 6:00pm
- Friday, June 15, 2:00 – 5:00pm
- \*other dates and times may be scheduled as needed

#### *Camp Registration and Orientation:*

- Thursday, June 7
- CIs: 5:30 – 8:30pm
- CAs: additional earlier or later hours as arranged on an individual basis

#### *Camp Days:*

- Monday – Thursday, June 18 – July 26
- CIs: 8:45am – 4:30pm (*These are general times only. CIs may be asked to arrive earlier/stay later depending circumstances that arise during camp.*)
- CAs: Dates and times to be arranged on an individual basis

#### *Closing Ceremony:*

- Friday, July 27, 6:00 – 9:00 pm
- CAs: additional earlier or later hours as arranged on an individual basis



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**CI/CA JOB APPLICATION**

**Position(s) Applying For:**    College Instructor    College Assistant

NAME: \_\_\_\_\_

STUDENT ID: *(CSU students only)* \_\_\_\_\_

DATE OF BIRTH: \_\_\_ / \_\_\_ / \_\_\_    GENDER: \_\_\_\_\_

ETHNICITY: (optional) \_\_\_\_\_

ADDRESS: \_\_\_\_\_    CITY: \_\_\_\_\_    ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_    E-MAIL: \_\_\_\_\_  
 HOME    WORK    CELL

EMERGENCY CONTACT NAME: \_\_\_\_\_

RELATIONSHIP: \_\_\_\_\_    EMERGENCY CONTACT PHONE: \_\_\_\_\_  
 HOME    WORK    CELL

HIGH SCHOOL ATTENDED: \_\_\_\_\_    CITY: \_\_\_\_\_

YEAR GRADUATED H.S.: \_\_\_\_\_    CUMULATIVE GPA: \_\_\_\_\_

COLLEGE ATTENDING IN FALL 2018: \_\_\_\_\_    CITY: \_\_\_\_\_    STATE: \_\_\_\_\_

MAJOR: \_\_\_\_\_    MINOR: \_\_\_\_\_

INTENDED CAREER: \_\_\_\_\_    CURRENT GPA: \_\_\_\_\_ *(if available)*

BESIDES MATH CORPS, HOW MANY JOBS DO YOU PLAN TO HAVE DURING THE SUMMER? \_\_\_\_\_

FOR OFFICE USE ONLY		
Date Received:	_____	
Type:	R-CI	R-TA   R-STU
	R-CA	R-PA   NEW
Database	<input type="checkbox"/>	_____
		<i>Initials/Date</i>
Interview Date/Time:	_____	
REAPP:	MO R	Position: _____

A. PREVIOUS MATH CORPS WORK EXPERIENCE		
Year	Program <small>(i.e. Summer or Super Saturdays)</small>	Position

**B. ESSAY**

**Please attach a short essay describing why you want to work for the Math Corps and what contributions you feel you could make to the program. Former CI/CAs should speak to their experiences in the program.**

**C. SEMESTER GRADES**

**Please attach a copy of your most recent semester grades.  
(Graduating Seniors: attach a copy of your most recent report card)**

D. EMPLOYMENT (NON MATH CORPS) <i>List paid work only.</i>		Begin MO./YR.	End MO./YR.	Position and Responsibilities	Reason for leaving
<b>Name of Employer:</b>					
Address					
Phone Number					
Supervisor					
<b>Name of Employer:</b>					
Address					
Phone Number					
Supervisor					
<b>Name of Employer:</b>					
Address					
Phone Number					
Supervisor					

E. AWARDS/HONORS AND SCHOLARSHIPS RECEIVED			Award or Honor Type	Date Received
Award/Honor/Scholarship	Description of award or honor			MO./YR.
		Academic <input type="checkbox"/>	Other <input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	

F. EXTRACURRICULAR ACTIVITIES AND/OR COMMUNITY SERVICE		Dates of Involvement
ACTIVITY or ORGANIZATION	Description	MO./YR.

G. SKILLS: Do you have experience with any of the following? If yes, please indicate your level of experience (beginner, intermediate, advanced)		
Skill	Level	Description
Chess		
Digital Photography		
Video		
Computers (Software: Word, Excel, Equation Editor)		
Data Entry		
Other _____		

H. REFERENCES					
Academic/Work			Personal		
1	Name:		1	Name:	
	Occupation and Company:			Occupation and Company:	
	Phone Number:			Phone Number:	
2	Name:		2	Name:	
	Occupation and Company:			Occupation and Company:	
	Phone Number:			Phone Number:	

(CA Applicants only) How many hours per are you interested in working?  5  10  15  20

(CA Applicants only) Check the times you are available to work:

- Early Mornings: 7:30 – 11:30am Monday – Thursday
- Mornings: 8:30am – 12:30pm Monday – Thursday
- Afternoons: 11:30am – 3:30pm Monday – Thursday
- Late Afternoons: 12:30 – 4:30pm Monday – Thursday
- Fridays (*Week 1, 2, 4 &5*): 8:30am – 1:00pm

(CI and CA Applicants)

Please list any time constraints or scheduling conflicts: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Checklist**

- Fully completed application
- Essay
- Semester grades/report card

**Applications should be received by Friday, March 23<sup>rd</sup> at 5:00 pm.**