

Summer Program Assistant

Dates (in person): June 24, 2026 - July 26, 2026

We are seeking enthusiastic, creative people who enjoy working as a team and are excited to help ignite our middle school students' curiosity and create an inclusive, safe, and joyful campus community.

About the Program

EXPLO Middle School is a 4-week summer program for students who are currently in grades 6-8. It includes two 2-week sessions taking place at Wellesley College in Wellesley, Massachusetts, USA. Students will either participate in EXPLO 360°, in which they will take a variety of classes over their two weeks, or in one of our Focus programs — Veterinary Science or Medical Rotations. Classes will be taught by subject-area experts and professional teachers, and Advisors will facilitate activities, events, and all other parts of the campus community experience.

The Opportunity

The Summer Program Assistant role at EXPLO Middle School is perfect for current undergraduates and/or rising seniors in high school who are seeking a flexible, support-driven position within an educational setting. This hourly, non-residential role is integral to the smooth operation of our program, offering an engaging work experience. Primary responsibilities will encompass a variety of operational tasks. Adaptability and problem-solving skills will be key, as you assist in chaperoning afternoon activities and weekend trips, providing an additional layer of support to our programming. Your commitment, though hourly, is crucial to the heart of our program, and you will be a vital member of our team, contributing to the creation of an inspiring and transformative learning environment for our students.

Summer Program Assistant Responsibilities

- Assist with running afternoon activities and supervising students across campus and in town, under the direction of the Programming Office.
- Assist full-time staff with chaperoning students on weekend trips throughout the Boston area.
- Contribute to providing a healthy, safe, and engaging campus environment for students.

Dates, Compensation + Benefits

- Compensation for this role is \$18/hour.
- The program runs for 4 weeks, with an additional training requirement for all staff. A 3-day, on-campus, in-person training and orientation will start on Wednesday, June 24, 2026.
- We are looking to hire staff for our weekday afternoon activities blocks (2:30-6:30 p.m.) and for weekend trips (July 4-5 + July 18-19, times will vary based on trip, but may be 8:30 a.m.-5:30 p.m.). Hours will be scheduled based on need and availability; the maximum available hours each week will be approximately 35-38.

About You

- You are authorized to work in the United States, and/or have the ability to obtain authorization by the start of the program.
- You have a valid driver's license, and the ability to commute to and from Wellesley College. Parking is available on campus.
- You have completed at least your junior year in high school.
- You have the ability to work afternoons and weekends. Preference will be given to applicants who can work at least 4 days out of the week, including weekends.

Physical Requirements and Work Environment

- This position will require staff members to occasionally assist with a variety of physical tasks, including carrying signage and supplies, event set-up and tear-down, and standing or walking for prolonged periods of time during events; responsibilities before students arrive will include setting up both indoor and outdoor spaces.

- The Wellesley College campus is large and spread out, and we will be using spaces throughout the campus. Because of this, days will include significant amounts of walking. In addition, weekend trips may also include walking tours and similar demands.

EXPLO will make reasonable accommodations under the Americans with Disabilities Act that would enable employees to perform the essential functions of their job.

Accommodations must be requested in writing prior to the summer.

To apply, please complete [the application here](#). You may also send questions to faculty_hiring@explo.org.

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EXPLO is an equal opportunity employer. We have a clear vision: to be an organization that attracts a diverse mix of talented people to come and do their best work. We are building a team that values diversity and belonging. EXPLO, as a part of the Exploration School, does not discriminate on the basis of physical handicap, sex, race, creed, color, sexual orientation, gender identity, age, marital status, or national or ethnic origin in administration of its educational policies, admissions, scholarships, or other social programs. It affords all students the rights and privileges that are generally made available at the School.