

## **Minds in Motion – Outreach Instructor**

**Posting:** Science and Engineering Outreach Instructor (Traveling required)

**Salary Range:** \$15 - \$16 /hour (commensurate with experience)

**Duration of Employment:** May to August 2020

### **A. NATURE & SCOPE**

Are you currently pursuing a program in Science, Engineering or Education? Do you enjoy working with children and youth? Minds in Motion is currently seeking Outreach Instructors starting this spring. This position requires dynamic and creative individuals who can engage youth in Science, Technology, Engineering and Mathematics (STEM). The successful candidates will share their knowledge of STEM to youth in Traveling Workshops, Outreach Camps, and University of Calgary Camps. Minds in Motion facilitates a fun and exciting work environment with other post-secondary students while inspiring youth ages 5-18! The Outreach Instructor position will commence in May and finish at the end of August. This position is part-time in the spring and full-time, Monday to Friday, in July and August and consists of planning and Workshop/Outreach delivery within Calgary and its surrounding communities, as well as, Summer Camp Instruction. The position directly impacts instruction of youth in a non-profit organization committed to youth outreach in STEM.

### **B. CHARACTERISTIC DUTIES AND RESPONSIBILITIES**

- Provide instruction to youth from Kindergarten to Grade 12 through workshop presentations, based on Alberta Science curriculum with a co-instructor
- Lead spring/summer workshops and outreach at different organizations and Indigenous communities in Calgary and its surrounding areas with a co-instructor
- Design lesson plans for children that teach the fundamentals of Science, Engineering, Technology and Mathematics in a fun and interactive way with a team
- Development of the summer traveling workshop project package with a team. This includes: designing prototypes for age-appropriate, engaging, hands-on STEM projects; completing project write-ups, a project lesson plan schedule; project supply budgeting, preparing supplies; and ensuring safety standards are met
- Traveling to different communities within Calgary and its surrounding areas. This includes week-long (Monday to Friday) overnight traveling outreach camps in the summer only with a co-instructor
- Lead/Assist in weekly instruction of groups of summer campers during July and August on campus, when not scheduled for Outreach or Workshops. This includes: general day-to-day camp support of children, leading activities, preparing project materials, movement/body breaks, lunch and bathroom supervision.
- Ensure the safety of the students

- Responsible for supervising campers and ensuring workrooms and camp rooms stay clean daily
- Work collaboratively with other Staff to deliver the curriculum
- Abide by University of Calgary camp policies and procedures

### **C. QUALIFICATIONS**

- Preference given to undergraduate students in the Faculties of Science, Engineering or Education
- Prior experience with children
- Completion of Grade 12 education required
- Willing to travel overnight to different communities for multiple weeks (excluding weekends)
- Excellent interpersonal and communication skills
- Ability to work as part of a cohesive team, as well as independently
- Strong organizational skills, with the ability to be flexible and prioritize tasks
- Valid Class 5 driver's license (without GDL) is required

\*Please note that a police security check, CPR/First aid and WHMIS/Safety training will be required subsequent to hiring.\*

**PLEASE SUBMIT RESUME AND COVER LETTER VIA THE LINK BELOW:**

**Julia Sather**

**Program Coordinator**

<https://forms.gle/P6kGdMqCPGKsCHmbA>