



UNIVERSITY OF
CALGARY

WORK WITH US

ACTIVE LIVING

2500 University Drive NW
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Minds in Motion – Outreach Instructor

Posting: Science and Engineering Outreach Instructor

Salary Range: \$16.00+/hour (commensurate with experience)

Duration of Employment: May - August

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 workshops, outreach Camps, and University of Calgary Camps both online and in-person. 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 May/June and full-time, Monday to Friday, in July and August and consists of planning and Workshop/Outreach delivery of in-person and on-line workshops to youth in southern Alberta. The position directly impacts instruction of youth in a non-profit organization committed to youth outreach in STEM.

B. CHARACTERISTIC DUTIES AND RESPONSIBILITIES

- Design lesson plans for children that teach the fundamentals of Science, Engineering, Technology and Mathematics in a fun and interactive way for online learning. 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
- 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 and all safety standards are being met
- 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 is an asset
- Class 5 non-GDL Divers license is required.
- Completion of Grade 12 education required
- 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

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:

<https://forms.gle/hpCATjGqbkwRZwxu5>

Ben Marsall-Moritz
Program Coordinator