

## Academy STEM Teacher

### Role and Responsibilities

The STEM Teachers bring STEM to life for girls using methods that engage and excite them. STEM Teachers provide leadership, mentorship and instructional coaching for students from varying grade levels. Although curriculum is provided, STEM Teachers are expected to bring the curriculum to life by adding their own unique backgrounds and resources to inspire their students to take risks, see their failure as key for innovation, develop growth mindset and grit, and encourage exploration and discovery through the sciences.

Additionally, STEM Teachers will mentor and work with college STEM Fellows to inspire the next generation of STEM educators and professionals through their example. Teachers will work and collaborate with Project Scientist staff, interact weekly with families and community members, and are representatives of Project Scientist in the communities they serve. STEM Teachers are the heart of our organization and are key in making the vision of Project Scientist a reality by maintaining a creative and fun STEM-orientated environment that powers young girls to develop a deep love of learning and confidence in STEM. All offers are conditional on passing background checks and Live Scan results.

STEM Teacher Responsibilities include:

### Pre-Academy (May-June)

Provide copy of current CPR/First Aid certification by May 1, 2019.

- **Become Familiar with Project Scientist Curriculum.** Participate in STEM Teacher specific and full staff training sessions and activities (One weekend end of May / early June). You will review materials we provide, mold it with your own expertise and begin planning on how to deliver to your Academy students.
- **Inventory.** Use your organization skills to participate in move in and determine the best approach to inventory supplies needed for execution.
- **Level Up on our tools.** Use our Academy Curriculum as a resource to provide an exciting and challenging lesson plan for your students. We will provide 3 lessons equipped with supplies for you to choose at your discretion.
- **Build Rapport.** Attend a parent orientation night at university site in May or June. Meet the Site Director and Assistant Site Director to understand how their roles will support your execution.

**During Camp (Mid-June-Mid-August - depends on site)** *Academy runs for 3-6 weeks, starting as early as June and ending as late as mid-August, depending on location*

- **Execute with Excellence.** Deliver STEM instruction to specific age group aligned with your expertise during Academy experiment times 10 - 230. STEM Teachers must have classroom and curriculum ready and prepare for students no later than 10:00 AM four days per week (not Expedition days) and classroom cleaned and closed down no later than 3:00p. Teachers will put in ample time prior to Academy start and daily during academy to be experts on the lessons they will teach, supply needs and preparation, so they are making the most impact possible on students stem learning.
- **Manage with precision.** Keep your classroom in order to keep students engaged in STEM learning. Delegate and mentor STEM Fellows. Work with other instructors to strengthen group management and teaching techniques.
- **Develop Growth Mindset with Unique Tools and Strategies.** Use SciGirls 7 and gender neutral teaching strategies as often as possible. We will provide curriculum as a resource for developing your strategy.

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- **Collaboration and Mentorship.** Serve as mentor and leader for college STEM Fellow Interns in your classroom. Share feedback with Site Director in order to ensure their development. Use Site Directors and Operations Managers as resources for collaboration.
- **Motivate and Inspire.** Understand and show to students the importance of STEM Superstars, Expeditions, and Parent Celebrations. Teachers will be required to be present for Friday Celebrations, to help students take pride in presenting their work to their families.
- **Safety First.** Build and maintain a safe and inclusive environment where all students and staff can thrive.
- **Agility is Key.** Be quick on your toes to switch things up as needed. Working with children requires constant kinetic energy and a positive growth mindset. From working the air-conditioned indoors to outside summer heat, you'll need to roll with the changes that come from day-to-day academy management. There are times we work over a normal day of hours to get things done to make sure the week runs smoothly and parents concerns are answered in a timely manner.

## **QUALIFICATIONS:**

- Minimum of 12 ECE units and teaching degree or educational certification.
- Experience working with K-8th grade children; STEM education experience a plus.
- Demonstrated leadership experience; demonstrating integrity, sound judgment, self-confidence, maturity and a sense of perspective.
- Summers available (off on Expedition days)
- Thrive in groups built on communication and collaboration and encouraging young girls to do the same. Excellent at coaching and motivating groups centered around a common goal.
- Ability to think on your feet and problem solve while taking initiative with students, parents, and teachers
- Inspiring, energetic, organized, detail-oriented, communicative, fun-loving, and a good problem-solver.
- Approach each day with enthusiasm, positivity, critical thinking, collaboration and FUN
- View failure as a key to innovation and push students and teachers to work through it
- A willingness to go above and beyond every day in the best interests of students and the organization
- Passionate and hungry for fulfilling our mission of changing the world's view on who a scientist is and what a scientist does

## **Rewards of Becoming a Project Scientist STEM Teacher**

- **Lasting Positive Impact on Kids, Staff, Families, and Communities:** STEM Teachers develop meaningful, multi-year relationships with staff members, campers and families, and inspire the spark of camp: get girls enthused about STEM, and teach them how to be a friend and have a friend, have fun, and build confidence.
- **Experience:** Not only will you be working for a premier camp organization; you'll be working on prestigious university campuses. Daily interaction with faculty and STEM superstars from well-known STEM corporations will allow you the opportunity to build your network and social capital.
- **Leadership Training & Professional Development:** All STEM Teachers receive great training including gender neutral STEM teaching strategies, classroom management, and more. Additionally, the curriculum used in Project Scientist can be used in your classrooms for years to come.
- **Opportunity:** As Project Scientist grows, we are always looking for successful staff members to promote from within for future leadership opportunities.
- **Financial Reward:** Shared upon request

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## ABOUT US:

At Project Scientist, our promise is to educate, coach, and advocate for girls and women with an aptitude, talent, and passion for STEM. Through engagement of top STEM companies, universities, teachers and hands-on curriculum our girls discover the endless opportunities available to them in STEM.

- The only focused effort of its kind, Project Scientist is designed to create a STEM pipeline starting with girls as young as 4 years old to advance girls and women in STEM.
- We create a captivating learning environment that inspires girls to innovate through a hands-on STEM experience.
- We believe there is an Einstein in EVERY neighborhood.
- We encourage girls to embrace failure as part of innovations & provide the support girls need to overcome it.
- Girls are immersed in a community with like-minded individuals who enjoy exploring the sciences and celebrating their accomplishments. The girls also acquire the leadership skills needed to thrive in today's competitive STEM environments!

## LOCATIONS / TIME COMMITMENT

You will apply for one of the sites on the right. There is an option to work both LMU and USC Academies. Please note if you would be interested in this option.

To apply for the Project Scientist Academy Operations Manager role, please complete and submit the following:

1. Operations Manager Application Form
2. Resume
3. At least one professional reference

Once you have completed all items above, please email your application and materials to [hiring@projectscientist.org](mailto:hiring@projectscientist.org). Reference forms can be sent directly from your reference or can be gathered with the rest of our application and emailed together. Applications will be accepted on a rolling basis through March 30. Qualified candidates will move forward with a phone or in-person interview. Hiring will be completed April 15. Any employment is contingent on the successful completion of a background check.

Project Scientist is an Equal Opportunity Employer and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, national origin, age, disability or genetic information. If you will need reasonable accommodations for the interview process, or have any issues with the application, contact Regina Ossey at [Regina@projectscientist.org](mailto:Regina@projectscientist.org).

### LMU

June 24-28  
July 1-5  
July 8-12

### USC

July 15-19  
July 22-26  
July 29-August 2

### Concordia

June 17-21  
June 24-28  
July 1-5  
July 9-12  
July 15-19  
July 22-26

### Caltech

June 17-21  
June 24-28  
July 1-5  
July 8-12  
July 15-19  
July 22-26

### Johnson & Wales University

June 17-21  
June 24-28  
July 8-12  
July 15-19  
July 22-26  
July 29-August 2



**Caltech USC Dornsife**

College of Letters, Arts and Sciences



**CONCORDIA**  
UNIVERSITY IRVINE



**JOHNSON & WALES**  
UNIVERSITY

*Project Scientist will originate a diverse STEM talent pool by building confidence for over 20,000 girls by 2022.*

P.O. Box 515, Laguna Beach, CA 92652 | [info@projectscientist.org](mailto:info@projectscientist.org) | (833) 776-5724 | [www.projectscientist.org](http://www.projectscientist.org)



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