

Summer Employment Opportunity

Title: Launch Instructor

Date of Employment: May 2020 – August 2020

Hiring Department: Engineering Outreach Office, Faculty of Applied Science & Engineering

Rate of Pay: \$16.30 per hour

Deadline to Apply: February 21st, 2020, 9:00 A.M.

Number of Positions: 15

Hours of Work/Week: May-June: Part-time (Variable), July – August: Full-Time

Position Description:

The Engineering Student Outreach Office (ESOO) is currently seeking instructors who will develop and deliver various outreach programs for youth (all ages) between May and August 2020. Instructors will have the opportunity to share their knowledge and inspire the minds of young Canadians through hands-on STEM education beyond the scope of a traditional classroom environment.

The Engineering Student Outreach Office manages and administers the core outreach programs offered by the Faculty. We act as the central unit for outreach activities promoting Science, Technology, Engineering and Math (STEM) education to a wide audience. Instructors will develop and deliver STEM community camps and workshops to pre-university students this summer.

Instructors will plan and deliver an engaging program based on Ontario Camps Association and CAS standards. Instructors are responsible for fostering a meaningful learning environment within these standards. Instructors will be responsible for delivering workshops and camps in various locations in Ontario, concentrating on the greater Toronto area.

Instructors should be prepared to travel throughout the summer, with transportation being arranged by the office if needed. This position is eligible for recognition through the Co-Curriculum Record (CCR) for University of Toronto students.

Duties and Responsibilities:

- Instructors will be responsible for creating, delivering and teaching various innovative STEM programs, workshops and activities.
- Instructors will be expected to ensure that their programs are delivered in engaging and accessible ways to students with an interest and aptitude in STEM.
- Instructors will be expected to have a thorough understanding of all the activities that will be offered by Launch and will be required to take on instructional responsibilities in dynamic situations.

- Instructors will take a pivotal role in the classrooms where they will create an inclusive safe learning space for students with different learning needs. The instructors will need to provide support for demanding or complex activities in the form of hands-on aid or supervision.
- Instructor role will be highly fluid and the ESOO seeks candidates that will thrive in dynamic working environments
- Instructors also will be responsible for supporting the development of and delivering our novel camp and workshop programs, as well as in-school and community workshops and other special events geared towards pre-university students
- Instructors are expected to work alongside highschool mentors, and Leaders in Training individuals within the class in a homogeneous manner

Education and Experience

Education: Applicants must be undergraduates or recent graduates, preferably of the University of Toronto. Preference will be given to students in undergraduate engineering programs. Applications from students in the sciences and other related disciplines are also strongly encouraged to apply. A background in special education is an asset.

Experience: Applicants should demonstrate experience working with youth, especially within a camp setting. If you have experience working with a specific grade level or age group, please indicate this in your cover letter. If you have a specialty in a particular area of science or engineering, please highlight this in your cover letter (for example, we are looking for instructors with the ability to teach coding).

- Instructors will be expected to be First Aid-CPR certified, WHMIS Safety Trained and/or willing to obtain such training prior to the start date of the position.
- A Police Clearance Letter will be required of all successful applicants.
- G2 or G driver's license is an asset

Applicants Submit:

1. Cover letter
2. Resume

Qualified applicants should submit their cover letter with resume to the attention of **Cassandra Abraham**, Outreach Programs Coordinator, Engineering Outreach Office. Submissions can be emailed to launch@engineeringoutreach.ca, or dropped off in person at 35 St. George St (Galbraith Building), room 173.