UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

<u>Summer Employment Opportunity</u>

Title: IDEA Programs Instructor and Content Developer
Date of Employment: Start date negotiable; through August 2022
Hiring Department: Engineering Outreach Office, Faculty of Applied Science & Engineering
Rate of Pay: $25
Hours of Work/Week: April: Part-time (5-10 hours per week). May-June: Variable to Full-time (less than 40 hours per week). July: Full-time (less than 40 hours per week). August: Part-time or Variable to Full-time (less than 40 hours per week; negotiable).

Instructors will live on-site at the Gull Lake camp, Mashkikiikaagen, between the dates of June 27th-August 6th.

Position Description:

The Indigenous Design and Engineering Academy (IDEA) team plays an important role in the Engineering Outreach Office. The Engineering Outreach Office manages and administers the core outreach programs offered by the Faculty of Applied Science and Engineering. We act as the central unit for outreach activities promoting Science, Technology, Engineering and Math (STEM) education to a wide audience.

The Engineering Student Outreach Office (ESOO) is currently seeking instructors and content developers who will lead a series of outreach programs for IDEA. This includes developing and delivering our Land-based content to grade 10-12 students and teachers at this summer's Land camp and summit, Mashkikiikaagen, at Gull Lake during the month of July, and facilitating other day camps, workshops, and virtual programs as opportunities present during the spring and summer term. All IDEA programs are grounded in Indigenous Land-based learning, where participants gain knowledge and skills and build meaningful connections across knowledge systems.

Our program at Gull Lake is an Ontario Camps Association (OCA) accredited camp. Our team plans and delivers all program elements based on OCA and Council for the Advancement of Standards in Higher Education (CAS) standards. As a team, we are all responsible for fostering a safe, welcoming, and engaging environment for living, learning, and exploring within these standards.

This position may be eligible for recognition through the Co-Curriculum Record (CCR) for University of Toronto students.

Duties and Responsibilities:

Instructor-Content Developers will help develop, plan, and deliver all IDEA programs.

Instructor-Content Developers will participate in the daily activities, announcements, meals, waterfront/activity safety, and travel in and to/from camp.

Instructor-Content Developers will create, deliver, and teach various programs, workshops, and activities.

Instructor-Content Developers will participate in the development and delivery of other virtual and in-person programs/workshops as needed.

In consultation with the Program Coordinator and Assistant Coordinator/Team Leader, Instructor-Content Developers will:

a) Develop and deliver curriculum; organize and maintain required materials/equipment.
b) Participate in waterfront training, and assist with supervision, equipment, and safety.
c) Participate in relevant training and assist with food handling and services, purchasing, menu writing, equipment and safety.
d) Assist with the development of the evaluative component of the program and registration   details as required.
e) Ensure that all safety protocols are followed and ensure a safe program environment.
f) Respond to student situations that may arise in accordance with program procedures.
g) Help facilitate all aspects of program logistics, such as but not limited to participant pick-up, drop-off, meals, campfires, and planning for the needs of group activities.
h) Provide administrative support and documentation as required.
i) Share and assist with special events and programs as required.

Experience, Education and Qualifications:

- Applicants should identify as Indigenous and/or have lived experience working within the Indigenous community.

- Applicants should demonstrate an interest in Land-based learning and STEM.

- Applicants should have experience working with children and/or youth.

- Applicants should be an undergraduate or graduate student, or recent graduate of a post-secondary program. Preference may be given to those with an engineering background and/or who study at the University of Toronto. Applicants in other disciplines and studying at other institutions are also encouraged to apply.

- Applicants should present an interest/experience/training in relevant leadership topics.

- Successful applicants should be available for and prepared to attend team training.

- Successful applicants must present the following prior to the start date of the program: First Aid-CPR certification, WHMIS safety training, food-handling training and certification, a police clearance letter, and COVID-19 vaccination. Waterfront related, including lifesaving certification (Bronze Cross, NLS), or willingness to attain this training prior to camp, is a definite asset. Paid training/certification is available to interested, successful applicants.

- Applicants may present the following additional/desirable qualifications: An Ontario G-class driver's licence and clear abstract, current NLS (Waterfront), and/or ORCKA certifications.

Program Information

Instructor-Content Developers may develop and deliver curriculum connected to the following themes:

Land-based learning and cultural knowledge, including identifying local flora and fauna, sharing connected territory, language, story, song, use, ceremony, and stewardship.

Leadership, including teamwork and team building, cultivating respect and empathy, accountability and responsibility, building relationships, expressing gratitude, and active listening.

STEM fields, including science (biology, chemistry, physics), technology (savvy, ethics, impact, design, production), engineering (chemical, electrical, mechanical, computer, aerospace, environmental, civil, industrial), math (statistics, calculus, algebra/geometry, economics), with particular relevance to environmental, climate, and ecological considerations.

Applicants Submit:

1. Cover-letter
2. Resumé

Qualified applicants should submit their cover letter and resumé to the attention of Darlee Gerrard, Coordinator, Engineering Outreach Office at idea@engineeringoutreach.ca

Please include the position(s) you are applying for in the subject line.

Applications Due: May 6, 2022
Number of Positions: 8

Please note, successful applicants who accept their offer will be expected to participate in a meal program over the month of July. This is a taxable benefit and will be administered accordingly on your pay.