



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Summer Employment Opportunity

Title: IDEA Programs Instructor and Content Developer

Date of Employment: Start date negotiable

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

Rate of Pay: \$25

Hours of Work/Week: Primarily Part-time (5-10 hours per week); periods that may be Variable to Full-time (less than 40 hours per week; negotiable).

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 for K-12 learners, as well as teachers and parents. 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, and any travel to/from programs.

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 training, and assist with supervision, equipment, and safety.



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

- c) Participate in relevant training and assist with any 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, fires/circles, 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 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.



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

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: Dec 15, 2022

Number of Positions: 2-4