

Canadian Association for Girls in Science

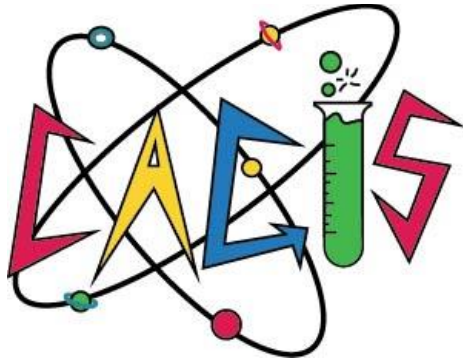
Virtual Outreach Facilitator

Position Summary: We are seeking a dynamic, motivated, and skilled individual to work in a fast-paced environment. This is a part-time position (6 hrs/week) for an estimated 29 weeks when virtual sessions occur between September 2022 and June 2023. Three of the six hours must occur on Saturdays during virtual sessions.

Compensation: \$25/hour

Location: This is a work-from-home position.

Organization Description: The Canadian Association for Girls In Science (CAGIS) is an award-winning national not-for-profit organization that supports interest in Science, Technology, Trades, Engineering, and Mathematics (STEM) among girls, nonbinary, and gender nonconforming youth. CAGIS has a strong and sustained reputation in STEM outreach and education. CAGIS Local Clubs meet monthly to explore STEM with fun, hands-on activities led by experts in a variety of STEM fields. CAGIS Virtual brings STEM to the homes of participants with live virtual sessions full of fun, hands-on activities led by experts.



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Summary of Duties:

We are seeking a dynamic virtual outreach facilitator, who enjoys working with kids and teens, to facilitate high quality, exciting, entertaining, and fun hands-on virtual STEM sessions.

Duties will include:

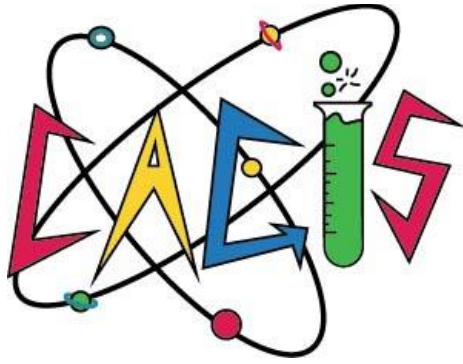
- preparation before sessions based on the information and materials provided by the Virtual Outreach Coordinator;
- facilitation of virtual sessions based on the preparation and materials from the Virtual Outreach Coordinator;
- completing minor administrative tasks associated with the sessions;
- performing other emerging duties as identified.

The individual will receive ongoing training, mentorship, and support in facilitation and teaching from the Virtual Outreach Coordinator, who has 18 years of experience in teaching from K-12 to Postgraduate students.

Relevant Experiences and Skills: The successful candidate will have the following:

- Post-secondary training in a Science, Technology, Trades, Engineering, or Mathematics (STEM) field;
- Experience presenting fun, hands-on STEM to children and/or teens;
- Ability to work independently and in a team environment with staff, volunteers, partners, and participants;
- Experience developing and organizing written materials in a cohesive, structured, and logical manner;
- Excellent time management, planning, and follow through.

Knowledge of diversity and inclusion challenges (particularly those influencing gender equity in education and the workplace) could be an asset.



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To apply, please complete the form and upload the material below to GirlsInScience.ca/Were-Hiring:

- Cover letter and résumé or c.v., uploaded as a single pdf document. Please ensure that your name is included in the file name of the pdf.
- A short video of yourself demonstrating a STEM activity with explanation (e.g. making a liquid rainbow, building a solar oven, making a flexagon). Videos must be between 1 and 5 minutes in length. Please ensure that your name is included in the file name of the video.

Closing Date: Review of applications will begin immediately and continue on a rolling basis. The position will remain open until filled. Interviews will be held via videoconference.

The successful candidate will need to undergo a vulnerable sector check prior to being hired.

CAGIS is actively committed to diversity and the principles of Employment Equity. Women, gender diverse individuals, Black, Indigenous, and People of Colour, 2SLGBTQ+, and people with disabilities are especially encouraged to apply and to voluntarily self-identify as a member of a designated group.