



Virtual STEM Teacher Role and Responsibilities

Project Scientist is looking for AMAZING teachers who believe in our purpose to ignite and cultivate STEM confidence in ALL girls.

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 empowers young girls to develop a deep love of learning and confidence in STEM.

All teachers will be required to attend virtual training and orientation sessions. These sessions are **mandatory**. Those unable to commit to a training session will be evaluated on a case-by-case basis. Training schedule will be released after an interview has been completed.

STEM Club runs once a week (Tuesdays, Wednesdays, or Thursdays) for three months at various locations, so there is an opportunity to do one or more sessions per week. Each session is 90 minutes long usually running from 4:30-6pm PT/ET. We have two formats in STEM Club: Virtual and Hybrid. Virtual sessions are when all students and staff are participating in the program via Zoom. Hybrid sessions are when students are together in-person in a classroom setting and the staff are brought in virtually though Zoom and a projector in the classroom. Hybrid settings include the help of a in-person facilitator who will assist in the class.

STEM Teacher Responsibilities include:

Prior to entering the virtual classroom all onboarding and compliance training must be completed.

- **Participate in Virtual Staff Orientation**
 - Meet the Site Director and Assistant Site Director to understand how their roles may support your execution.
 - Become aware of our Virtual Classroom Safety and Security Procedures to keep our Virtual Classrooms safe and secure for our staff, students and families.
 - Participate in SciGirls training and classroom culture and engagement strategies breakout sessions. Become familiar with ways to increase engagement in a virtual learning environment.

Execute with Excellence:

- Deliver Virtual STEM classroom instruction to specific age groups aligned with your expertise during Hands on Experiment / Math Moments and Classroom Preparation:
 - STEM Kits, that contain the hand on supplies, will be mailed to you prior to the start of the program. Your kit(s) will align to the theme(s) and will include hands-on experiments, an engineering challenge and other resources for you to choose at your discretion.

- Project Scientist Lesson plans for each week will be shared prior to the Program for you to use as a starting point for the following week classes.
 - You are responsible for becoming familiar with materials provided in the STEM Kits and the Project Scientist lesson plan prior to the day of the session. Use your expertise to outline the best way to teach the lessons to your cohort to maximize impact.
 - Include the Math Moments & Journaling that is provided for you in the teacher slides.
- ***Classroom Management: Manage with precision***
 - Use classroom management strategies to keep your virtual classroom in order and students engaged in STEM learning.
 - Collaborate with other instructors to strengthen group management and teaching techniques.
 - Develop a Positive Mindset with unique tools and strategies. Use SciGirls and gender neutral teaching strategies as often as possible. We will provide a curriculum as a resource for developing your strategy.
- ***Collaboration and Mentorship***
 - Serve as mentor and leader for STEM Fellow Volunteers in your classroom.
 - Collaborate with your classroom STEM Fellow Volunteer prior to the start of each session to delegate and mentor classroom assignments.
 - Share feedback with the Site Director in order to ensure their development.
 - Use Site Directors and Project Scientist Program Staff as resources for collaboration.
- ***Motivate and Inspire***
 - Understand and show students the importance of STEM Superstars, Virtual Expeditions by incorporating key talking points during classroom time.
 - Provide leadership and guidance to your class in preparing for the end of Program Student Celebrations.
 - Use the classroom celebration template to prepare their classroom for Club Student Celebrations, to help students take pride in presenting their work to their class.
- ***Safety & Inclusion***
 - 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 technical mishaps to curriculum and supply adjustments you'll need to roll with the changes that come from day-to-day virtual STEM Program management. There are times we may have to work over the scheduled 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 is a plus.

- Demonstrated leadership experience; demonstrating integrity, sound judgment, self-confidence, maturity and a sense of perspective.
- 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.

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 be innovative 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!

To apply for the Project Scientist Teacher role:

Please email your résumé to [hiring@projectscientist.org](mailto: hiring@projectscientist.org).

Applications will be accepted on a rolling basis. Qualified candidates will move forward with a phone/Zoom interview with Project Scientist Program Leadership. 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, gender, 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 us at [hiring@projectscientist.org](mailto: hiring@projectscientist.org).

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