UBC Geering Up
Engineering Outreach

InSTEM Intern
Job Description

How to Apply

Please apply on our website:
www.geeringup.apsc.ubc.ca/staff/

The application form will request you to attach a **resume.** Applications sent via email or via careers online will not be accepted. The deadline for application is listed on our website.

Remuneration

$17.93-18.49 per hour based on the applicant's time worked with Geering Up. To be paid out according to the calendar set by UBC payroll.

Why Join Geering Up?

- Work with passionate undergraduate staff across multiple faculties

- First Aid & CPR certification (unless currently certified)

- Access to a national network of STEM outreach organizations. Learn more about the Actua network here

- Equity, Diversity, and Inclusion training

- Leadership & program development opportunities for returning staff members

- Co-op eligible position

- Employment opportunities available throughout the year, both part- and full-time

- Attend our annual staff training retreat!

What is Geering Up?

UBC Geering Up Engineering Outreach is dedicated to promoting science, technology, engineering, and math (STEM) to all children and youth of British Columbia through fun, innovative, and hands-on educational programming. Our outreach to communities across BC emphasizes demographics underrepresented in STEM fields such as Indigenous youth, girls, and children from low-income neighborhoods.

Geering Up's Indigenous Outreach initiative (also referred to as InSTEM) collaborates with over 24 Indigenous communities across BC to deliver year-round satellite programming. We bring in-class workshops, week-long camps, and Land Based Camps to these groups based on their needs and requests. More information about Geering Up Community Outreach is available here.

This internship is designed to provide Indigenous youth with the knowledge and experience to teach STEM topics.

What skills are we looking for?

- A stable internet connection with a webcam, computer, and microphone is require for working online in this program. If this is a challenge for you, please reach out to us
- Willingless to learn is a must in this entry level position
- By the end of the onboarding process, Interns are expected to attain the following skills and competencies:
- Interest in science, technology, engineering, or math
- Experience or interest working with youth
- Strong teamwork, leadership, and interpersonal skills
- Proven ability to work independently, multi-task, and solve problems in a variety of challenging situations without supervision
- Excellent presentation and public speaking skills, ideally in communicating STEM topics
- Experience in facilitating workshops or activites, preferably with children or youth
- All Geering Up Staff must have a Criminal Record Check on file before they may work with children

What would you do in this role?

- There will be three main areas of work for this position: Curriculum development, content quality testing, and special projects support
- Work with senior members of Geering Up to develop goals, timelines, and specific outcomes for work
- Complete Geering Up staff training in addition to professional development workshops
- With supervision:
  - Create science, technology, engineering, and math curriculum
  - Act as an Instructor and role model to Geering Up program youth
  - Follow safety and risk management policies to build positive, safe learning environments for youth
  - Support the delivery of Geering Up online programming in the form of video content
  - Complete all evaluations and reports in a timely manner

Terms of Appointment

Part-time **September 11th, 2023 – April 26th, 2024** We recognize that applicants for this position may come from a variety of locations and backgrounds. Our team will be as flexible as possible with respect to scheduling team meetings. If the applicant extends their work term past the length of the internship, Geering Up will be adaptable with regards to scheduling shifts and remote work.

THE UNIVERSITY OF BRITISH COLUMBIA
Faculty of Applied Science

A network member of actüa