

Learn and Earn- sySTEMic Flow Instructor and Curriculum Developer Internship

Anticipated Start and End Dates:	June 10 - August 25 (flexible dates)
Job Address:	Work from Home
Hours Per Week:	20-22 (240 total hours for the internship)
Preferred Days of Week:	Monday - Friday (with some Saturday)
Work Hours:	Varies
Pay Rate:	\$18/hour
Internship Class:	INT-299 Internship Course taken during Summer 2020

Organization Overview:

STEM careers provide exciting opportunities for breaking the norm and offering upward mobility and economic security to women and minorities. At sySTEMic flow, we plan to supplement girls with access to prerequisite courses in their STEM track and connect them with other leaders in the field which will give our students the educational tools that will open doors to collegiate and employment opportunities in the STEM field. Our long-term impact is to increase STEM diversity and have women of color be the forefront leaders in these industries and improve economic opportunities for minority women.

Job Description:

Curriculum Development

- Collaborate with Founder to implement innovative applications to mathematics into the course
- Prepare and present a curriculum portfolio to the Founder
- Create and document 1 of the following math subjects: Elementary Mathematics, Algebra I, II or trigonometry lesson plans and instructional activities
- Establish deadlines for curriculum materials (i.e. objectives, lesson plans, class materials, assignments, and assessments)
- Research, design, and/or supplement the academic curriculum based on successful models and approaches.

Virtual Instruction

- Plan, prepare and deliver instructional activities
- Create positive educational climate for students to learn in
- Grade homework assignments, quizzes and perform other administrative duties as needed
- Utilize various curriculum resources and technologies to enhance student learning
- Integrate competencies, goals, and objectives into lesson plans

STEM Activities Database

- Assist in developing and lead activities for youth enrolled in the Summer STEM
- Assist in supervising and executing program-based projects, enrichment and recreation activities
- Create a database of 20-25 STEM activities for Elementary, Middle and High School students

Basic Qualifications:

- Education, Mathematics or Engineering student
- Passion for education
- Strong self-motivation and ability to work independently

- Excellent communication skills, especially with students and parents
- Strong organizational, analytical, and problem-solving skills
- Ability to work well in a team
- Ability to thrive in a fast-paced, entrepreneurial environment; flexible, able to work autonomously as well as take direction as needed
- Ability to maintain a high-level of professionalism at all times with children, parents, and staff

Desired Qualifications:

- Knowledge, interest, or project experience in curriculum development
- Prior classroom, after-school, or program teaching experience with K - 12 students
- Strong administrative skills, including comfort with computers and technology
- Highly organized with exceptional attention to detail

To Apply:

Go to GradLeaders and apply today! <https://bhcc.edu/gradleaders>

Questions?

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