

# JOB POSTING

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## Education Specialist

### Who we are

Established as Science Alberta Foundation in 1990, MindFuel is a non-profit organization that believes a single “aha moment” can change a child’s life forever. Our programs encourage kids to embrace lifelong science and technology learning. We know that students who are engaged in scientific exploration and discovery will apply those skills throughout their lives. We want to help create the next generation of innovators and problem-solvers.

### Who you are

You have a passion for education, science and innovation - you most likely have a background teaching science. You are curious and love sharing that curiosity with young people. You consider yourself creative and others have commented on your entrepreneurial spirit. You see the value in working with partners to do great things. If you have built and delivered summer camp programs, you get extra points.

### The position

As an Education Specialist, you will design, develop and evaluate MindFuel programs, including the creation of STEM (science, technology, engineering and math) resource materials to support innovative and effective teaching and learning practices in the classroom. You will also work collaboratively with stakeholders, including teachers and district administrators, to provide a suite of experiential learning offerings for a diverse group of teachers and students. The ideal candidate has excellent project management skills, experience with education technology and practices, the ability to support teachers and learners with STEM education, and is passionate about improving children's learning.

### Key responsibilities

- Design and execute curriculum-aligned STEM-based (including entrepreneurship and innovation) programming for K-12 students
- Participate in research activities with partner organizations to maintain awareness and develop new educational strategies and emerging technologies for use with K-12 students
- Awareness of outcomes and openness to work with various regional standards/practices
- An understanding of and willingness to engage in data collection, analysis, and on-going program evaluation as a central component of strategic planning and program development
- Project manage STEM-based (including entrepreneurship and innovation) program development, and facilitate communications to build stakeholder relationships and showcase engagement benefits
- Facilitate project meetings effectively and communicate relevant project information to leadership

### Qualifications

- A degree in education (science focus is preferred)
- Minimum combined five-years’ project management and teaching experience
- Strong ability to work independently, as well as collaboratively within a team environment
- Excellent written – including experience in editorial writing – and oral communication skills

### **Skills and abilities**

- Passion for innovation, digital technology, educational design and use of social media channels
- Strong work ethic with a drive for results
- Ability to handle and prioritize multiple tasks, and work in a fast-paced dynamic environment
- Appetite and passion for science and science literacy, innovation, learning, critical thinking, education, and inspiring young minds
- Capacity to create or catch a vision and the ability to translate it into action
- Tenacity, enthusiasm and commitment
- Entrepreneurial mind-set, taking an agile approach to continuous improvement of student offerings
- Excellent presentation skills and a high level of comfort when speaking to students, educators and school administrators
- Strong analytical, problem solving and technical troubleshooting skills

### **The opportunity**

MindFuel is committed to hiring the best talent. This position offers a competitive salary and benefits package, and the opportunity to be part of a one-of-a-kind organization trying to make a difference in the world.

Interested? Submit your resume and salary expectations via email to [careers@mindfuel.ca](mailto:careers@mindfuel.ca).