

LET'S TALK SCIENCE POSITION POSTING

Position Title: Education Specialist, Professional Learning (Development)

Position Status: 6-month full-time contract, that may be extended

Closing Date: Applications are encouraged by 11:59 pm ET on February 8, 2023; however, the position will remain open until filled

THE OPPORTUNITY

Let's Talk Science is an award-winning, national charitable organization focused on education and outreach to support youth development. Let's Talk Science believes equity, diversity and inclusion strengthen the community and enhance excellence, innovation and creativity. We are committed to employment equity, building a diverse workforce and accessibility for all employees and program participants. Through the creation and delivery of unique learning programs and services that engage children, youth and educators in science, technology, engineering and math (STEM), staff and volunteers support learning and skill development. Committed to inspiring and empowering youth in Canada to develop the skills they need to participate and thrive in an ever-changing world, Let's Talk Science offers programs, resources and services that motivate all ages to fulfill their potential and prepare them for future careers and roles as citizens. For close to three decades Let's Talk Science has excited and inspired children, youth, educators and volunteers in STEM, surpassing 13.8 million interactions.

We invite you to visit our website letstalkscience.ca to learn more about our organization including our historical and ongoing commitment to equity, diversity, inclusion and accessibility (EDIA) (<https://letstalkscience.ca/about-us/equity>). We also ask that you consider completing a brief questionnaire to help us build and measure our efforts to attract members of Equity Deserving communities to employment with Let's Talk Science at <https://questionpro.ca/t/AB3unpnZB3uwj1>.

Benefits and Perks of Working at Let's Talk Science

- Competitive salary and flexible hours
- Remote work option that enables you to join us anywhere in Canada with support for set-up and connectivity
- Starting with 3 weeks' annual vacation plus a 2-week paid closure over the December–January holiday period
- Training to support our commitment to EDIA

POSITION

The Education Specialist, Professional Learning enhances our capacity to support educators and students across Canada. The incumbent will design, develop and/or deliver professional learning opportunities for educators aimed at increasing educator capacity and confidence using Let's Talk Science's resources. The Education Specialist, Professional Learning supports the philosophy of a hands-on approach to learning science, technology, engineering and math (STEM) and to making STEM relevant and engaging for the target audiences, while ensuring programs and services delivered are in alignment with current education pedagogy, curriculum and assessment practices. The incumbent also provides coaching and guidance to subject matter experts and contracted facilitators.

Responsibilities:

- Design, develop and/or deliver professional learning opportunities for educators that focus on developing skills related to STEM using intersectional lens of equity, diversity, inclusion and accessibility
- Design and develop resources to support educator implementation of science, technology, engineering, and math (STEM) in the classroom

- Support professional learning and development of K-12 educators through a multi-pronged approach that includes both face to face and online:
 - Workshop delivery
 - Mentoring, coaching, classroom visits
 - Facilitating communities of practise
 - Support of the Teacher Leader Program
- Ensure program content developed and delivered is in alignment with current curriculum and pedagogical practices and reflects/embeds voice of equity deserving communities
- Attend training sessions provided by Let's Talk Science
- Actively participate in all aspects of Let's Talk Science's strategic and relevant work plans
- Represent Let's Talk Science at various workshops, symposiums and educator conferences, as assigned.
- Stay current on pedagogical issues and trends in STEM and 21st century learning skills, sharing and integrating learnings into work as appropriate.
- Stay current on pedagogical practices utilized by K-12 educators.
- Design and develop virtual and face to face professional development sessions for educators
- Create online modules in Articulate, Brightspace and other web-based platforms
- Coach Subject Matter Experts (SME's) in Let's Talk Science approaches, methodologies and tools, then use SME created content in the development of a variety educational products
- Research and develop new programming based on emerging trends in teaching and learning
- Organize work and that of others (e.g. SME's) to met deliverables required by project plans
- Align work to internal Equity Plan
- Other duties as requested/required that are within the scope of the position.

Requirements/Qualifications

- B.Ed., with teaching experience in science, technology, engineering or math (STEM) and/or graduate studies in the field of education considered assets
- A minimum of 5 years' experience in the K-12 education sector
- Bilingualism (French and English) strongly desired
- Demonstrated experience delivering in person and/or online/virtual professional learning experiences with educators
- Experience facilitating adult learning sessions, preferably with educators and use of Adult Learning Principles
- First Nations, Métis, or Inuit heritage an asset
- A relevant and current understanding and knowledge of diverse Indigenous cultures across Canada or lived experienced as an Indigenous person with community affiliation
- Well versed with proven track record of implementing equity, diversity, inclusion and accessibility (EDIA)
- Proven ability to successfully develop and implement work plans and educational programs
- Experience using learning management systems such as, Brightspace by D2L, Moodle, Blackboard, or Canvas. For positions within the Development team, experience in designing and developing online courses or modules will be a requirement
- Willingness to travel (to staff meetings in London, ON, educator conferences, professional learning sessions and/or client/customer meetings as required)

Skills and Abilities

- Strong organizational and self-management skills with an ability to manage work on multiple projects while maintaining accuracy and attention to detail
- Strong emotional intelligence with proven interpersonal and mentorship skills
- Outstanding oral and written communication skills in virtual and in-person environments
- High energy and enthusiasm with a passion for education
- Excellent working knowledge and understanding of formal education sector as it relates to inquiry, problem solving competencies and skills, student learning and assessment and curriculum

- Experience developing/delivering professional learning experiences about competency-based learning; use of technology, computational thinking/coding etc.
- Ability to think critically about the learning process and how to create meaningful activities with strong student engagement
- Respect for diverse worldviews and community context including an understanding of working with people from diverse racial, ethnic and socioeconomic backgrounds
- Ability to adapt to changing demands and to troubleshoot and resolve problems quickly
- Demonstrated ability to work independently as well as in a collaborative team
- Proficient in use of MS Office, MS Outlook, MS Teams, Google Apps and Internet search techniques and a willingness to learn and adapt to new technology as it emerges in the field
- Proficient with social media (Facebook, Twitter) and comfort with using these tools to conduct business

Working Relationships

- Reports to the Program Development Manager, Professional Learning as primarily assigned to the development function within Let's Talk Science Professional Learning operations
- Works closely and collaborates with other team members and Let's Talk Science staff working on the development and delivery of Let's Talk Science programs
- Works with staff in Marketing and Communications, Web Development, Fund Development, Finance, Administration and Information Systems functions
- Manages relationships with clients, education stakeholders and/or external contractors as assigned
- Interacts with other Let's Talk Science personnel

Let's Talk Science has a mandatory COVID-19 vaccination policy in place. Therefore, it is expected that the successful candidate will produce confirmation of vaccination or proof of a valid human rights exemption.

Interested candidates should submit their resume and cover letter including salary expectations quoting "Education Specialist, Professional Learning (Development)" as outlined below. The position will remain open until filled; however, applications are encouraged by 11:59 p.m. ET on **February 8, 2023** to:

Shawna Agathos

Manager, Human Resources, Let's Talk Science

1510 Woodcock Street, Unit 12, London, ON N6H 5S1

Or via email: hr@letstalkscience.ca (please submit all documents in one pdf file)

FAX: (519) 474-4085

Equity Statement

Let's Talk Science is committed to implementing the Calls to Action framed by the Truth and Reconciliation Commission. We acknowledge the shared lands we live and work on across Canada and that our national office is situated on the traditional territory of the Haudenosaunee, Wyandot and Anishinaabe.

Let's Talk Science values the diverse and intersectional identities of its stakeholders and staff. Let's Talk Science believes equity, diversity and inclusion strengthen the community and enhance excellence, innovation and creativity and is committed to accessibility for all employees. We are committed to employment equity and building a diverse workforce reflective of Canadian society that will enrich our work and learning environment. Let's Talk Science seeks applicants who embrace our values of equity, anti-racism and inclusion. As such, we encourage applications from candidates that have been historically disadvantaged and marginalized, including applications who identify as First Nations, Métis and/or Inuit/Inuk, Black, racialized, a person with a disability, women, and/or 2SLGBTQ+.

All qualified applicants are encouraged to apply; however, in accordance with Canadian immigration requirements, Canadian citizens and permanent residents will be given priority. We are committed to providing accommodation to those with a disability or medical necessity. If you require an accommodation in order to participate in the recruitment process, please notify us and we will work together on the accommodation request. We thank everyone for their expression of interest and are truly appreciative of the time individuals put into applying. However, with the limitations on time only those selected for an interview will be contacted.