Position: Digital Skills Instructor  
Number of Positions Available: 4  
Job Location: University of Victoria, Victoria BC / Remote  
Term: September 14th to December 15th, 2023 and/or January 8th to March 29th, 2024  
Salary: $3040/month (+4% vacation pay) | 38 hrs/week  
Contact: Krystyn Dubicki (svprograms@uvic.ca or 250-721-8158)  
Deadline: Thursday August 17th, 2023

Description

Do you like to tinker and build projects in your spare time? How about building websites, making videogames, or solving coding problems? Do you have experience with 3D printing, robotics, and coding? Are you resourceful in sourcing materials for your ideas? If you answered YES, we are looking for you to co-lead our applied digital skills and coding workshops and club programs for youth in gr. 3-12!

Science Venture instructors are a team of dynamic, passionate, and engaging leaders who are committed to delivering hands-on science, technology, and engineering programs for youth. Our team strives to provide high-quality high-impact programs to youth in our community, so they can build confidence and be successful in their future. As a Digital Skills Instructor your job will be to educate and inspire these young minds, to provide them with a positive outlook on the world of science & engineering, and to serve as a resource to other educators through hands-on workshops and after-school programs.

This work term at Science Venture will have three main components:

**Training & Curriculum Development (September-October)**
Participating in training sessions. All instructors will receive training in behavior management, diversity, and best practices. Learn, modify, and create innovative applied digital skills content for communities and clubs.

**Workshops, Clubs, and More (October – December; January – March)**
Researching, planning, prototyping, tinkering, and remixing digital skills workshops (gr 6 - 12). Delivering in the Greater Victoria Area: evening and weekend STEM clubs on campus, after-school STEM programming to indigenous youth, in-school workshops, training for Vancouver Island teachers and UVIC pre-service teachers, on and off campus Spring Break Camps. Maintaining the MakerSpace.

**Debrief, Reporting, Clean Up (Final week of term, March)**
Debriefing post program delivery, ensuring statistics are collected. Update lesson plans based on community feedback. Organize and inventory delivery materials.

Location

In general, day-to-day work will be at Science Venture HQ, which is on campus in the Maclaurin Building. Once workshops commence, you will be required to drive to schools (generally school districts 61,62 and 63) and/or community locations to deliver workshops. If a UVic Van is unavailable, you will be
compensated for mileage using your personal vehicle.

*Most of our programs are after-school, so there will be evening and weekend (Saturday) work.

**Eligibility Criteria**

Applicants must:
- Be pursuing or recently completed a university degree (Engineering, Computer Science, or Science preferred)
- Pass a Criminal background check when hired
- Have or be willing to complete First Aid training with CPR-C
- Have evening and weekend availability

**Assets:**
- A Valid Class 5 BC License with no restrictions (i.e., no “L” or “N”)
- Personal Vehicle
- Conversational French

**Key Competencies**
- A passion for and an interest in education, science, technology, engineering and math
- Experience working/volunteering with youth in a camp or educational setting
- Ability to act as a role model to youth and work in a team environment
- Openness to learning and feedback
- Ability to be resourceful, flexible, and adaptable to a fast-paced work environment

**Application Procedure**

1. **Get to Know Science Venture**
   Explore our [website](#). Visit our [Facebook](#) and [Twitter](#) page. See if this job is for you!

2. **Prepare Your Application**
   Update your resume, cover letter and complete the [application form](#) available on our website.

3. **Submit**
   All UVic Co-op students must upload application form and resume to the [Learning In Motion](#) website. All other applicants please email completed package to [svprograms@uvic.ca](mailto:svprograms@uvic.ca)

**Deadline**

Thursday August 17th at 4:00 pm

Only those shortlisted will be contacted by email to schedule an interview.

**Questions?**

Krystyn Dubicki, Manager of Programs
Email: [svprograms@uvic.ca](mailto:svprograms@uvic.ca)
Phone: 250-721-8158