



**LEADERS INITIATIVE  
MIDDLE SCHOOL SCIENCE EDUCATION COORDINATOR  
POSITION DESCRIPTION**

**Can you imagine being part of a national model for engaging underrepresented students in science and conservation?**

At Ocean Discovery Institute we use science to engage young people from urban, underserved backgrounds and empower them to transform their lives, their community, and ultimately our world as scientific and environmental leaders. We are honored and proud to have received the Presidential Award for Excellence in Science, Mathematics, and Engineering Mentoring given by President Obama. The National Oceanic & Atmospheric Administration has also recognized that our model is at the vanguard of innovation and impact and has invested in replicating this work in other regions of our nation. In San Diego, we serve 6,000 young people, and are growing to serve over 20,000, each year. We see the difference our work makes in the lives of young people in one of San Diego's most underserved communities, and we are looking for you to join the team to enable this growth!

As a Leaders Initiative Middle School Science Education Coordinator you will serve a critical part of our highly collaborative and passionate team to help fulfill our mission and share in our commitment to the youth of our community we serve. We are looking for candidates who will coordinate program components and lead middle school students in our intensive, research-focused after-school programs. These programs take place in an extremely diverse, urban and underserved community in central San Diego. You will engage our students in rigorous and authentic science experiences in order to foster their growth as science and conservation leaders.

**ABOUT YOU**

**Responsibilities:**

- Oversee research process for annual research project. This process includes project selection, partnership, funding, implementation and dissemination.
- Develop and provide direct instruction to prepare 30 middle school students to be part of authentic research in an afterschool program. Instruction occurs 1 day / week, and 1 Saturday /month. Project culminates in a student dissemination of research.
- Support and train a group of 10 high school students to mentor and lead middle school mentees.
- Develop and maintain critical partnerships in City Heights (diverse community in SD), and the scientific community in San Diego.
- Conduct annual program enhancements.
- Facilitate program evaluation.
- Provide program support for the high school field research program in Bahía de los Angeles, Baja California, Mexico.
- Collaborate with the Leaders Initiative team to holistically support student growth from middle school through college.
- Because of the organization's size and nature, other duties may be assigned as needed.

**Qualifications:**

- Strong command presence.
- Skilled science educator, with a strong understanding of the scientific/research process.
- Formal and informal teaching experience.
- Capable project manager.
- Strong work ethic; thrive under pressure.

**Other requirements:**

- Master's degree in education, science or conservation; or teaching credential.
- Undergraduate degree in Marine Science or related field preferred.
- Fluent in Spanish or Vietnamese; proficient written and verbal communication skills.
- Health conscious and excellent physical condition.
- Some international travel required.
- Strong swimming and water skills.
- Highly proficient in Microsoft Office including Word, Excel, Outlook, PowerPoint, and Access.
- CPR and 1<sup>st</sup> Aid preferred (if not, will need to obtain upon hire).
- Pass a fingerprinting / background check.
- Have a valid Driver's License, vehicle insurance, and clean driving record.

**ABOUT US**

- We do what we say we will do.
- We develop our staff as leaders.
- We build authentic relationships.
- We value learning, diversity, stewardship, leadership, and passion.
- We make an impact on young lives while working in an energetic and highly successful team.

**TIME COMMITMENT**

- Full-time, non-exempt.
- Occasional weekends and evenings are required.

**COMPENSATION**

- Competitive and dependent on experience.

**START DATE**

- February 2016

**HOW TO APPLY**

- Submit resume, and cover letter, and 2-3 professional references to On Call Staffing Solutions, our employment agency, at [contact@oncallemployees.com](mailto:contact@oncallemployees.com).

Ocean Discovery Institute is committed to creating a diverse environment and is proud to be an **Equal Opportunity Employer**.