



WPI Pre-collegiate Outreach Programs (POP) and STEM Education Center (SEC) VISTA

POSITION SUMMARY:

This VISTA position bridges the Pre-collegiate Outreach Programs (K-12 student programs) with the STEM Education Center (PK-12 educator support) to help build the infrastructure and capacity at Worcester Polytechnic Institute (WPI) to sustainably and effectively support PreK-12 students, educators, and families in the greater Worcester County region with equitable access to high-quality, integrated, and inclusive STEM education opportunities. The VISTA will design, build, and refine a sustainable STEM outreach infrastructure for WPI student volunteers to work effectively in the Worcester community with different community non-profits on a consistent basis, and to increase the volunteer base at WPI. A database of volunteers, trainings, events, and program assessment will also be created. The VISTA will also assist in planning, implementation, and promotion of large STEM events for the Worcester Public Schools and general public – the first annual WPI conference for Worcester Public High School women students and teachers, and STEM Week in Central Massachusetts.

A successful VISTA should have a high level of interest in the state of public education and passion for closing the opportunity gap in STEM. In this position, the VISTA will have possibilities to enhance their professional skills while contributing to improved access to STEM higher education for urban public school students through systems-level analysis and collaborative solutions generation. This position requires good communication and interpersonal skills, attention to detail, organization, data gathering and analysis, event planning skills, marketing and social media aptitude, good judgement, high level of adaptability, and the ability to work collaboratively as part of a team. This individual will also exhibit a positive attitude, a sense of humor, and an interest to work with students and staff from diverse backgrounds.

The position requires a commitment to serve full-time for a one-year period beginning July 2019.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Work with Pre-collegiate Outreach Programs and the STEM Education Center in supporting high-quality STEM opportunities to Worcester County PreK-12 students, teachers, and families.
- Build a sustainable infrastructure for WPI students to volunteer with local community based organizations for enhanced STEM learning.
- Develop a database of volunteers, events, and program assessment.
- Create trainings for volunteers to do K-12 STEM outreach and tutoring in the community.
- Coordinate meetings with key partners at WPI, Worcester Public Schools (WPS), and Worcester County Community Based Organizations (CBOs).
- Create marketing and social media plan for STEM events in the community.
- Identify best practices and present recommendations to key WPI staff members.
- Participate in staff meetings, meetings with VISTA team and one-on-ones.
- Report on progress to supervisors.
- Other duties as required to complete the VISTA Assignment Description (VAD) outlined objectives.

REQUIREMENTS:

- Bachelor's degree in a STEM discipline or Education preferred.
- Demonstrated interest in or knowledge of informal education environments.
- Experience using the Microsoft Office suite and Qualtrics or other survey tools.
- Ability to handle and analyze large data sets and to create databases.
- Ability to create data visualizations using Excel or other similar tools.
- Ability to research journals and other resources for relevant information.
- Excellent written and verbal communication skills.
- Experience with event planning, promotion, and implementation.
- Aptitude for social media.
- Ability to work independently and in teams.
- Attention to detail.
- Valid driver's license preferred.
- Conditional offer pending a criminal background check.

BENEFITS OF AMERICORPS VISTA SERVICE:

- Bi-weekly living allowance (stipend) of \$542.22
- Segal AmeriCorps Education Award (\$6,095) or post service stipend (\$1,800) upon successful completion of the program
- Student loan forbearance or deferment while serving (depending on lender)
- For candidates that will relocate 50 miles or more, a settling-in allowance of \$750 and mileage reimbursement
- Healthcare benefits
- Access to professional development opportunities
- Access to national and state Campus Compact network opportunities
- One year of noncompetitive eligibility for federal government jobs after service
- Child Care assistance

WPI SITE BENEFITS

- \$100/month discount for WPI housing including utilities
- Meal plan support (~\$2000)
- Gym pass
- Free parking
- Opportunities for professional growth

CONTACT AND APPLICATION INFORMATION:

- To apply, email your resume and cover letter to vista@wpi.edu. Your cover letter should answer the questions "why do you want to serve with AmeriCorps VISTA and why are you best suited for WPI's VISTA position(s)?"
- Questions can also be emailed to vista@wpi.edu.