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📍 11211 142 STREET NW  
EDMONTON, AB T5M 4A1

☎ 780-452-9100

POSTING NO.: ESSF 1578

AFFILIATION: CSU52

**The Edmonton Space & Science Foundation  
Outreach Education Specialist  
Temporary Full-Time (until March 31, 2024)  
Up to 2 positions**

*The TELUS World of Science – Edmonton’s (TWOSE) mission is to: Ignite curiosity. Inspire discovery. Celebrate science. Change lives. Located in Treaty Six Territory, we are the destination to engage Albertans’ hearts and minds in science.*

*TWOSE is committed to diversity, equity, and inclusion. We encourage Indigenous peoples, persons living with disability, sexual and gender minorities, women and members of all minority groups to apply. All qualified candidates are encouraged to apply.*

**POSITION SUMMARY:**

Under the direction of the Manager of Education Experience or their designate, the Outreach Education Specialist is responsible to develop, coordinate, monitor and present programs as part of the TELUS World of Science – Edmonton’s Science in Motion Outreach Program.

Working with the Science in Motion team, the Outreach Education Specialist is involved in the development and presentation of classroom and assembly programs based on the Alberta Science Curriculum, with particular emphasis on elementary science education. Presentations may occur on-site, at client locations or via technology.

**DUTIES AND RESPONSIBILITIES:**

In conjunction with the Science in Motion team, the incumbent will:

- Develop, present, organize and promote classroom, assembly and community programs for the TELUS World of Science – Edmonton’s outreach programs.
- Help coordinate program bookings from teachers and/or groups for the Science in Motion Program and solicit additional bookings from schools and/or organizations in the same vicinity to facilitate full programming.
- Maintain accurate records related to assigned activities and projects, including evaluation and recommendations of program methods; and prepare reports on activities.
- Liaise with teachers and TELUS World of Science – Edmonton.
- Conduct in-service sessions for teachers and related staff.
- Train and direct new staff and volunteers involved with the outreach and in-house programs.
- In conjunction with the marketing group, develop and conduct appropriate market surveys.

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- Maintain all related equipment including program vehicles.
- Instruct in-house school programs.
- Other related duties as assigned.

### **QUALIFICATIONS:**

#### **Knowledge and Abilities:**

- Outstanding written and oral communications.
- Strong preference will be given to candidates with background in programming, coding or digital literacy.
- Excellent group presentation skills.
- Able to instruct, organize and supervise group activities.
- Work effectively as a member of a team and independently.
- Able to use and have a technical aptitude in the use of audio-visual equipment and computers.
- Ability to lift and carry up to 50 lbs.

#### **Education and Experience:**

- B.Ed. – Early Childhood/Elementary/Junior High with science specialty preferred, or appropriate related experience.
- Valid Alberta driver's license.
- Good driving record.

**Note:** A clean Police Information Check including the vulnerable sector and a clean Drivers Abstract are conditions of employment for successful candidates. The checks must be completed prior to commencement of work and are the financial responsibility of the candidate.

**COVID-19 Notice:** TELUS World of Science - Edmonton has implemented a COVID-19 Vaccination Policy. Employees must be fully vaccinated against COVID-19 and provide proof of vaccination. Please note that this policy applies to all employees, including new hires, and volunteers. If your application is successful, you will be asked to provide proof of vaccination or request an exemption.

**Salary:** \$55,691.30-\$69,716.02 annually based on 2017-2022 Collective Agreement (FT160)

**Hours of Work:** Monday to Friday, 75 hours bi-weekly - flexible hours per day/week. Must be available to work flexible hours and travel extensively throughout rural Alberta. Must be able to be on the road for up to 5 days at a time. Current rotation is 1 week in the office, 1 week on the road.

**Opening Date:** March 21, 2022

**Closing Date:** March 28, 2022 or until suitable candidates found



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How to Apply: [hr@twose.ca](mailto:hr@twose.ca)

**Please include cover letter and resume in one document.**

**We thank all applicants and advise that only those selected for an interview will be contacted.**

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