

Grant-Paid Job Description

Job Title	Evening and Weekend Chaperone ATLAS Summer Academy
Reports to Position Title	Executive Director, SuperNOVA
Research Project Title	SuperNOVA
Faculty/ Department	Engineering
FTE (based on 35 paid hr work week)	5pm – 8am on weekdays & 24 hours on weekends
Duration	July 10 th – July 21 st and July 24 th - August 4 th , 2023
Date Created/Updated	Feb 9, 2023
Salary	\$3,500.00

About the Research

SuperNOVA is a not-for-profit initiative of Dalhousie University that provides experiential learning for school aged youth in Science, Technology, Engineering and Mathematics (STEM). SuperNOVA offers innovative workshops, summer camps, clubs, and community events throughout Atlantic Canada that provide youth with fun and rewarding experiences in STEM and nurture a life-long love of exploration, creativity, and academic achievement.

Job purpose

At SuperNOVA you will work as a chaperone for the evening, overnight, and weekend portions of the ATLAS Summer Academy, which is an educational initiative that introduces Atlantic Canadian high school students to space exploration, artificial intelligence (AI), engineering, and technology through an intensive two-week CubeSat satellite design program hosted at Dalhousie University. You will work individually, or alongside one or more other SuperNOVA chaperones, instructors and/or staff to deliver recreational programming and provide supervision and care to youth participants during evenings and weekends. From time to time, you may be required to perform additional tasks.

You will work under the supervision of the Executive Director of SuperNOVA and will report directly to the Executive Director on any employment matters.

Duties and responsibilities

Act as a Program Chaperone:

- Providing appropriate supervision to ATLAS Summer Academy participants during all evening, weekend and overnight portions of the program
- Supervising, overseeing, and participating in evening and weekend activities with ATLAS Summer Academy participants, as per the schedule
- Participating in SuperNOVA training activities
- Working cooperatively with other chaperones to ensure campers are safe, while maintaining adequate health and hygiene measures
- Ensure the safety and well-being of ATLAS Summer Academy participants
- Work with Dalhousie University Residence Life Staff, Security Services, and other Dalhousie services, as needed

- Adherence to SuperNOVA's policies and procedures at all times
- Communicating with and supporting positive relationships with participants and other ATLAS staff
- Ensuring that program facilities are tidy, secure, and facility policies are being followed
- Aiding in maintaining a healthy relationship with Dalhousie, which includes ensuring that all instructors and participants are respectful of Dalhousie University staff, property and facilities
- Complete minor administrative tasks, such as reporting

Qualifications

Required: Available to stay in Dalhousie University Residence overnight and work evenings and weekends. Must possess strong verbal and written communication skills, time management skills, the ability to problem solve effectively and make decisions independently. Experience working with youth. The following are considered assets: Experience working with rural, remote, low-income, and other populations typically underrepresented in STEM fields; experience working with Indigenous communities and an understanding of local socio-economic conditions and personal nuances of the Indigenous communities that we serve.

Working conditions

On campus role: Due to operational requirements, the successful applicant is required to work in-person on campus.

Dalhousie's vaccine mandate has been suspended at this time, and employees no longer need to provide proof of full vaccination. However, health and safety risks to our community will continue to be monitored and a vaccine mandate may be reinstated if necessary.

Supervisory/managerial

SUPERNOVA INSTRUCTOR EXPERIENCE

As a SuperNOVA Instructor, you will have access to a unique work experience that offers personal and professional development, education and career support, skills and competencies development, extensive high-quality training, and unique community outreach and engagement opportunities.

Training

SuperNOVA's robust training and certification program equip Instructors with foundational skills, knowledge and practice that are essential for developing and delivering impactful youth STEM programming and supporting future academic and professional careers.

- Gender Equity
- Indigenous Worldviews and Cultural Competency training
- Mental Health in the Workplace
- Anti-Racism in STEM
- Inclusive & Accessible Teaching Practices
- Conflict Resolution
- Effective Communication Certifications
- Emergency First Aid and CPR/AED Level A (valid for 3 years)
- Workplace Hazardous Materials Information System (WHMIS)
- Criminal Record Check w/ Vulnerable Sector

Competencies & Benefits

Science Communication

- Across all industries and sectors, it is critical to have the skills and confidence to communicate your work, research, or knowledge to people outside of your area of expertise.
- You may be required to represent your field of work or your company in a variety of settings (media, conferences, networking events) and it is essential that you are able to understand your audience and explain your work while serving as a representative of your company.
- SuperNOVA will offer you the opportunity to build the skills necessary for synthesizing complex scientific concepts and tailoring the information for a wide variety of audiences

Leadership

- Team management
- Teamwork, collaboration, communication

Community Involvement

- Support your community
- Mentor and serve as role models for youth
- Impact youth with positive experiences in STEM

Networking

- Engage with STEM professionals and SuperNOVA's industry, government and corporate partners

Personal Development

- Peer-to-peer mentorship
- Work with and learn from others with varying academic backgrounds
- Learn about yourself - what matters most to you, how you show up during difficult situations
- Flexibility to explore and teach subjects of interest

Additional Career Development Opportunities_ Offered in partnership with Actua

- Micro-credentials
- Micro-internships
- Work-integrated Learning

