

		Job Category:	Full-time, Term
		Job Title:	<i>Regional After-School Program Coordinator (TRURO)</i>
		Program:	<i>After-School, Culture of Growing, Virtual School, FIRST LEGO League & BEST STEM</i>
Location:	Truro	Position Type:	Contract: 35hrs/wk, Mon-Fri, some evening and weekend work may be required
Wage Rate:	\$45,500/yr, plus benefits	Travel:	Required
Training provided:	Yes	Job Duration:	ASAP – July 31, 2025
Language Requirement:	English or Bilingual: English/French		

Submit application as noted online.

Job Description

POSITION PROFILE

IMHOTEP'S Legacy Academy is a university-community partnership that seeks to improve on the representation of African Canadians in science professions by providing opportunities for young learners of African Descent to engage in activities designed to strengthen their science, technology, engineering and mathematics (STEM) aptitude. Our programs include: The *After-School Program* engages students in weekly sessions that focus on curriculum-related science and mathematics activities intended to develop interest in, and increase awareness of, STEM. The *Culture of Growing Program* is a community project that involves youth in all aspects of food production. The youth are provided hands-on agricultural and entrepreneurship training with the goal to increase employment opportunities and develop employment skills by exposing participants to careers along the agri-food spectrum, from growing crops to entrepreneurship to research. The *Virtual School Program* is an interactive, online meeting space where students can sharpen their skills in mathematics and science. We match students in grades 9 -12 with mentors who provide coursework support and guidance to push their academic success to the next level. The *FIRST LEGO League Program* is a robotics program designed to get junior high students between ages 9-14 years, excited about science, engineering and technology, teaching them the value of working together and solving problems. The *BEST STEM program* focuses on science magic show presentations and after-school programs to increase participation and interest of students in STEM programs.

Reporting to the Executive Director, the Regional After-School Program Coordinator is responsible for planning and implementing all of ILA's Programs in Truro and the surrounding region, to reach junior high and high school students in those locations.

Duties (may include)

- Provides supervision and guidance to the Program Mentors, developing a strong team to achieve the program goals.
- Ensures Program Mentors are provided with resources and intellectual support needed to carry out their roles.
- Ensures efficient record-keeping of participant data and completes all required program site work activity reports and evaluations.
- Networks with all stakeholders to strengthen and enhance program objectives.
- Creates mechanisms to ensure both STEM education and ILA's organization vision are reinforced in all program activities.
- Leads and engages youth of all ages.
- Fosters youth engagement and ensures interest is retained.
- Ensures quality assurance and control of the projects.
- Implements events and program activities.
- Supervises and manages a community garden.
- Engages stakeholders, i.e., students, community members, food and agriculture professionals, partners, ILA's outreach and marketing team.
- Researches and develops youth leadership and entrepreneurship activities for participating students.
- Builds and maintains a positive learning environment for student participants at school and community sites.
- Reviews and provides feedback to Mentors regarding their activity presentations.
- Available for weekly activity sessions with students at specific junior schools in the local area.
- As other programs are developed, more duties may be assigned.

Overall Position Requirements

- Ability to develop, plan, manage and execute a 'hands-on' afterschool educational program for grades 7-12.
- Knowledge and understanding of African Nova Scotian history and culture.
- Knowledge and understanding of the history and culture of people of African descent.
- Demonstrated aptitude in one or more STEM subjects: Mathematics, Physics, Biology, Chemistry, Engineering, Technology.
- Completed at least two years of post-secondary education. (A strong interest in agriculture is an asset.)
- Excellent oral and written communication skills.
- Comfortable working outdoors and ability to handle garden resources.
- Proficient computer skills: comfortable using Microsoft Office applications.
- Self-motivated with an ability to work collaboratively.
- Experience in working with and mentoring youth.
- Communal ties to one or more historical Black communities in Nova Scotia either through residency or ancestry, would be an asset.

Condition(s):

Offer of employment is contingent upon the successful candidate passing appropriate background checks. Candidates must provide a recent Criminal (Vulnerable Sector) Background Check and Child Abuse Register Check.

Preference will be given to applicants with demonstrated lived experience or a deep interest in issues affecting the education of learners of African heritage.

Job Code/ Req#:	AGRRPC202324-TRRO	Deadline:	Open until filled
------------------------	-------------------	------------------	-------------------