STEM Partnerships Coordinator
Position Description

Maine Campus Compact (MCC) is a statewide coalition of colleges and universities whose purpose is to further the public purposes and civic mission of higher education. MCC’s team of 10 VISTAs will develop programming that mobilizes college students to increase college aspirations in Maine’s K-12 youth.

As part of the University of Southern Maine’s Community Engagement and Career Development Office, the VISTA serving as STEM Partnerships Coordinator will support the development and growth of Science, Technology, Engineering, and Mathematics (STEM) – focused on service-learning partnerships between USM and local K-12 schools, while building in specific steps to strengthen sustainability of these partnerships and projects.

University of Southern Maine’s VISTA STEM Partnerships Coordinator will:
• Organize and co-facilitate collaborative planning meetings involving USM faculty/staff and teacher/principals of local schools
• Work with key USM faculty and staff to connect existing academic courses and co-curricular programs and student groups to needs identified through the collaborative planning meetings.
• Support the training and preparations of USM students to interact with K-12 youth.
• Track, support and report on the activities of college students engaged in service-learning activities through these STEM partnerships and work with schools to measure community impact.
• Conduct site visits at schools to troubleshoot issues, strengthen relationships, and understand needs.
• As necessary, support faculty in developing and conducting reflection activities with USM students to enhance and document their learning.
• Develop durable materials to render partnerships sustainable.

Essential functions and qualifications:
● Associate’s degree or higher required
● Community service experience
● Strong oral and written communication skills
● Computer skills
● Motivated, independent worker
● Strong organizational skills
● Valid driver’s license and car

Desired functions and qualifications:
● Prior work with K-12 students
● Experience in college aspirations/access
● Comfortable public speaking
● Event planning and program management
● Volunteer management experience
● Education background in a STEM field

Benefits and terms:
MCC VISTAs receive a stipend of roughly $11,796 over the course of the year. USM provides a USM ID card, library privileges, parking permit, partial meal plan, and fitness center membership, and there is a potential option for residence hall housing on the USM Gorham campus, which is 9 miles west of the Portland campus (where the office is located). Upon successful completion, choose either an education award of $5,775 to use toward educational loans or future educational expenses or a stipend of $1,500. If choosing the education award, members can put any qualifying loans in forbearance during their term and any accrued interest will be paid off by AmeriCorps at the end of the term. Members receive a health benefit plan, are covered under workers’ compensation, and have numerous professional development opportunities. There will be a mandatory pre-service orientation August 1st-4th; the official start date for MCC VISTAs will be August 5, 2016.

To Apply: Please visit MaineCompact.org/VISTA.php to submit an application. To inquire further about the position, contact Samantha Frisk, Coordinator of Service-Learning & Volunteerism at Samantha.Frisk@Maine.edu.