

Arnold Arboretum of Harvard University
Lead Teacher, Arboretum Young Scientists

Title: Lead Teacher, Arboretum Young Scientists

Status: Temporary

Term: This is an approximately five-week temporary position for summer 2024

Location: Arnold Arboretum, 125 Arborway, Jamaica Plain, MA 02130

Program Summary: The Arnold Arboretum of Harvard University seeks two middle school science educators, who love outdoor education and working with rising 7th and 8th graders from Boston Public Schools (BPS), to lead teams of students in the five-week summer program Arboretum Young Scientists Program (AYS). The over-arching goal of AYS is to deepen student appreciation and mastery of science principles, with a focus on environmental and life sciences. Using exciting science curricula and based in the varied, outdoor, landscape of the Arnold Arboretum, the aim of AYS is to immerse our students in the wonders of science, spark their enthusiasm, and open their horizons to future careers in science professions and related fields. AYS offers opportunities to a diverse group of 20 students from BPS. We welcome teachers who are committed to and experienced with similar student populations.

Job Overview: The two AYS Lead Teachers are core team members of the AYS program which serves approximately 20 students. Each Lead Teacher will lead one team of 10 students, working collaboratively with the other Lead Teacher and other AYS staff including the Program Coordinator and the two Assistant Teachers.

Duties and Responsibilities:

- Lead all program activities in collaboration with the Program Coordinator and other AYS staff.
- Teach the science content contained in the AYS curriculum, as well as the other skill-building and engaging content for the program. Duties include group management and ensuring student safety.
- Implement intended curriculum and activities developed for the summer program and ensure the full engagement of the students through varied, lively, and fun activities each day.
- Mentor the Assistant Teacher assigned to work with your team.
- Evaluate and report on student engagement and performance, effectiveness of the curriculum, and the efficacy of program operations.
- Engage and collaborate with families to ensure student engagement, including sending materials home with students to be shared with parents, where applicable.
- Participate in creating a program environment that inspires and motivates all participants.
- Participate in all training sessions to prepare for the program.

Basic Qualifications:

- Successful completion of pre-employment screening including criminal background check.
- Bachelor's degree
- Five or more years of experience in science education and/or teaching experience
- Prior participation in science or youth development programs for middle school students, outside of classroom teaching
- Significant experience working with diverse student groups

Additional Qualifications and Skills:

- Experience in outdoor education
- Master's degree in education preferred.
- Comfort with approaches to social emotional learning.
- Ability to work independently and in groups.
- Initiative and enthusiasm for building a science program in its third year.
- Commitment to innovative experiential outdoor science education for students 11-13 years old.
- Love for middle school students and deep comfort in supporting them.

Working Conditions: Work takes place outdoors in rugged terrain and indoors in an office environment.

Physical Requirements: Must be able to work outdoors in various plant collections and habitats during all seasons, including very hot days. Must be able to bend, reach, stoop, and lift to 25 lbs. Must be able to walk and stand for up to two hours at a time in indoor and open rugged outdoor conditions. Must be able to lead programs across a 281-acre landscape. No impairment which cannot be accommodated through a reasonable accommodation process.

Schedule: This is an approximately five-week temporary position for the summer. The tentative work schedule, which is subject to changes, is as follows:

Activity	Date(s)	Time
Curriculum Review	3 Days Between May 1-31 (Dates TBD)	2 hours per day via Zoom
Staff Orientation	Saturday, June 1, 2024	9am-4pm (45 min un-paid lunch)
Parent Orientation	Between June 1-25 (Dates TBD)	Evening (Time TBD)
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Staff Training Day#1	Wednesday, June 26, 2024	9am-4pm (45 min un-paid lunch)
Staff Training Day#2	Thursday, June 27, 2024	9am-4pm (45 min un-paid lunch)
Staff Training Day#3	Friday, June 28, 2024	9am-4pm (45 min un-paid lunch)
Program Week #1	Monday, July 1 to Wednesday July 3, 2024	8:30am-4:45pm (45 min un-paid lunch, 60 min lesson prep, and 6 hrs., 30 min of instruction time)
Program Week #2	Monday, July 8 to Friday, July 12, 2024	8:30am-4:45pm (45 min un-paid lunch, 60 min lesson prep, and 6 hrs., 30 min of instruction time)
Program Week #3	Monday, July 15 to Friday, July 19, 2024	8:30am-4:45pm (45 min un-paid lunch, 60 min lesson prep, and 6 hrs., 30 min of instruction time)
Program Week #4	Monday, July 22 to Friday, July 26, 2024	8:30am-4:45pm (45 min un-paid lunch, 60 min lesson prep, and 6 hrs., 30 min of instruction time)
Program Week #5	Monday, July 29 to Friday, August 2, 2024	8:30am-4:45pm (45 min un-paid lunch, 60 min lesson prep, and 6 hrs., 30 min of instruction time)
Program Debrief	Monday, August 5	9am-12pm

Pay: Total gross pay is \$11,468 paid bi-weekly split into equal sums.

Benefits: This is not a benefits-eligible position.

How to Apply: Please submit a cover letter and resume to jobs@arnarb.harvard.edu. Please begin each file with your last and first name.