



## Initiatives Co-Manager - Robogals North America

### About Robogals

Robogals is an international student-run organization which aims to inspire, engage, and empower young women into engineering and related fields to achieve a global culture of inclusion and diversity in STEM. Visit our website for more information: [www.robogals.org](http://www.robogals.org).

### The Role

Robogals North America is currently hiring two Initiatives Co-Managers. The Initiatives team works together to deliver both new and existing regional initiatives, while driving collaboration and integration of initiatives across all Robogals organizational levels (Global, Regional, Chapter). The initiatives team reports directly to the Robogals North America REO. The time commitment of this position is estimated to be about 1 - 5 hours per week, for a minimum one-year contract subject to renewal. Applicants can be based anywhere in Canada or the United States.

### Responsibilities

- Design, plan, and assist with new and ongoing initiatives in North America
  - Examples: Rural Trips, Science Challenge, International Women's Day, Summer Camps, Teacher Development Days, etc...
- Financial planning and assisting with managing the initiatives budget
- Working and collaborating with Regional, Global, Operational and Chapter teams to deliver your accountabilities
- Liaise with partner organizations, schools, and the Robogals community

### Required Skills

- Communication (to a range of people through a variety of media)
- Strategic thinking, time management, forward planning, and initiative
- Self-motivated
- Creativity
- Strong understanding and passion for Robogals' mission, and an ability to express the aims of the organization with others

### Remuneration

- The ability to have a widespread impact on STEM education for young girls
- Build connections with young leaders from around the world
- Develop strong leadership, communication, and other professional skills

### How to Apply

Please send your resume and cover letter to the Robogals North America Regional Executive Officer at [kate.fenwick@robogals.org](mailto:kate.fenwick@robogals.org)