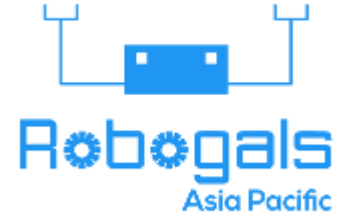


# PiE Manager

## Robogals Asia Pacific



## Robogals

Robogals is an international, not-for-profit organisation that aims to inspire, engage and empower young women into engineering and related fields. This is achieved through interactive educational initiatives aimed at girls in primary and secondary school. Since inception in 2008, Robogals has inspired over 70,000 girls globally.

## The Role

Your role is to co-manage Pathway into Engineering (PiE), a project-based Initiative aimed at developing STEM resources and projects for use by teachers, community groups, and secondary school students. Projects are an inquiry based learning task centred on a current topic or issue in STEM. The PiE Manager has three main roles: to develop new resources and project ideas, to ensure projects can be readily integrated into the classroom and to seek feedback from students and teachers to continuously improve the PiE initiative. The successful candidate will be someone who is passionate about the Robogals mission and who has the ability to communicate professionally and clearly, be creative, and take initiative. Please note that this is a voluntary role.

## Responsibilities

Responsibilities include:

- Developing new PiE resources and the PiE Initiative Strategy.
- Mapping written PiE projects to the Australian National Curriculum
- Working with the Robogals branding strategy to make projects professional and engaging for student participants
- Promoting projects to schools, conducting trials, and obtaining feedback

Although a voluntary position, the successful candidate will have opportunities to gain experience in a leadership position on an international organization, work on projects with a national impact, develop communication and project management skills, and the opportunity to attend the Robogals APAC annual volunteer conference.

## Skills Required

The successful candidate will require:

- Time management skills and the ability to multitask
- Ability to communicate professionally to a range of people
- Attention to detail and resourcefulness.
- Alignment with the values and mission of Robogals
- The following bonus skills will be looked upon favourably, but are not a requirement:
  - Curriculum design
  - Experience in research

## Application Process

To apply please email Chelsea Edmonds (Regional Executive Office, Robogals Asia Pacific) at [apac.reo@robogals.org](mailto:apac.reo@robogals.org) with the following:

- Cover letter which includes evidence of passion for the Robogals mission, why you are interested in this role, and why you would be successful in this role.
- Your CV (max 2 pages)

Applicants for this position will be reviewed based on their passion towards the organisational goals, interest in the position, and the required skills outlined.

Applications will be accepted on a rolling basis and will close at **10pm AEST Friday 3<sup>rd</sup> of August**. Please don't hesitate to address all questions to Chelsea Edmonds (Regional Executive Officer, Asia Pacific).

## Role Details

<b>Job Title:</b>	PiE Manager, Robogals Asia Pacific Initiatives Team
<b>Reports To:</b>	Initiatives Project Director, Robogals Asia Pacific
<b>Employment Basis:</b>	Casual, volunteer role (Approximately 4 -6 hours per week).
<b>Start Date:</b>	September 22 <sup>nd</sup> 2018 (negotiable)
<b>Term:</b>	A minimum of 1 year is expected
<b>Location:</b>	Anywhere with strong internet connection in the APAC region