



SINE Officer - Initiatives Team

The Role

The SINE Officer is responsible for the successful planning and running of Robogals North America's annual SINE (Seminars Inducting New Executives) Conference. This role works with other members of the Regional Team, members of the Global Team, and Chapter Representatives to achieve the goal of a successful SINE each year. The SINE Officer 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

- Oversee the organizational timeline of the yearly SINE planning
- Work with members from Regional sub-teams, the Global team, and Chapter representatives to ensure the necessary organizational work is being done in a timely manner
- Design, plan, and assist with other new and ongoing initiatives in North America
 - ◆ Examples: Rural Trips, Science Challenge, International Women's Day, Summer Camps, Teacher Development Days, etc...

Required Skills

- Communication (to a range of people through a variety of media)
- Strategic thinking, time management, forward planning, and initiative
- Self-motivated
- Big-picture thinking
- 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