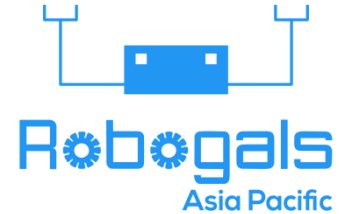


# Science Challenge Co-Manager: Robogals APAC Initiatives Team



## 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 fun and educational initiatives aimed at girls in primary and secondary school. Since inception in 2008 Robogals has inspired over 70,000 girls globally.

The APAC Initiatives Team is responsible for programs which hope to engage students with Robogals beyond an initial workshop. Our main focus is the Science Challenge, a global, online competition for girls aged 5 - 15. Students complete a set of preliminary science experiments (the Minor Challenges) before embarking on a science investigation of their own (the Major Challenge)

## The Role

The purpose of this role is to assist with the leadership, planning and execution of the Robogals Science Challenge competition in the APAC region. There will be two Co-Managers working alongside each other. This role forms an important part of Asia Pacific's student outreach program. **Please note this is a voluntary role.**

## Responsibilities

- Designing, planning, and assisting with the running of the competition
- Competition content: sourcing STEM projects for use in the competition
- Competition promotion: contacting schools, sponsors and other organisations
- Event organisation: Science Challenge workshops & awards presentations
- Financial planning: assisting with managing competition budget
- Competition impact: collating and analysing competition data and producing reports to improve participant experience
- Ongoing liaison with partners, schools and the Robogals community
- Anything else you believe works towards the Robogals mission and your role!

While the Science Challenge Co-Manager is a voluntary position, it does offer several benefits including the opportunity to make a difference in gender diversity in STEM, experience in running a nationwide competition, opportunities to liaise with industry, and an invitation to attend the Robogals SINE (regional conference for volunteers).

## Skills Required

The successful candidate will require:

- Time management and the ability to multitask
- Attention to detail and resourcefulness
- Excellent communication skills and the ability to coordinate between geographically dispersed teams

- Proactiveness and the willingness to request guidance as needed
- The following bonus skills will be looked upon favourably, but are not a requirement:
  - Creative writing
  - Graphic design
  - Web development (CSS, Wordpress)
  - Mailing List Systems (Mailchimp)

## Application Process

Applicants for this position will be reviewed based on their passion towards the organisational goals and ability to meet the required skills and role responsibilities.

To apply please email Ruwan Devasurendra (Project Director, Robogals Asia Pacific) on [ruwan@robogals.org](mailto:ruwan@robogals.org) with the following:

- A cover letter which demonstrates why you are interested in the Robogals mission and this position, and why you would be successful in this role.
- Your CV (max 2 pages)

Applications will be accepted on a rolling basis and will close at **5pm AEST Monday 8<sup>th</sup> of February, 2021.**

For more information regarding the role or organisation, please contact Ruwan Devasurendra (Project Director, Robogals Asia Pacific) on [ruwan@robogals.org](mailto:ruwan@robogals.org).

## Role Details

<b>Job Title:</b>	Robogals Science Challenge Co-Manager
<b>Reports to:</b>	Robogals Asia Pacific Project Director (Initiatives)
<b>Employment Basis:</b>	Part time, volunteer role. (approx. 4 - 6 hours per week on average)
<b>Start Date:</b>	February - March 2021 (negotiable)
<b>Term:</b>	A minimum of 1 year during the Science Challenge on-season (April-November), or most preferably 2 years.
<b>Location:</b>	Anywhere with strong internet connection in Asia Pacific Region