

Program	ILA-BBI iCode+ PROGRAM		
Location	HALIFAX , NOVA SCOTIA		
Job Title	iCode+ Coordinator (CODING AND ROBOTICS)		
Job Duration	JAN 08/18 – APR 27/18 APR 30/18 – JUL 13/18 (27 weeks)	Closing Date	December 15, 2017
Job Type	PART-TIME (10 HOURS/WEEK)	No. of Positions	TWO (2)
Pay Rate	\$18.00/HOUR, plus vacation pay	On Campus?	YES

POSITION PROFILE

Imhotep's Legacy Academy (ILA) is a university-community initiative that seeks to improve the academic performance of African-Canadians in STEM subjects and the representation of African Canadians in STEM (Sciences, Technology, Engineering, Mathematics) professions by providing opportunities for young learners to engage in activities that strengthen their science and math aptitude.

The Black Business Initiative's **Business Is Jammin' (BIJ)** program is mandated to empower Black youth through entrepreneurship. Its focus is to build a stronger, can-do, entrepreneurial culture in Nova Scotia by offering services that help youth to "learn entrepreneurship by doing entrepreneurship". Youth are empowered to build the confidence and capacity required to take control of their economic futures.

The **iCode+** program is designed to provide hands-on basic computer literacy training and computer programming training to youth ages 16 to 29 years old in the Black and minority communities. Its purpose is to build their minds, knowledge, and skills while encouraging participation in higher education and equipping them for the possibility of gaining employment or pursuing entrepreneurship.

The iCode+ Coordinator is responsible for planning and coordinating the delivery of coding instruction modules and programming activities at one of two local program sites in Halifax and Dartmouth. She/he supervises the iCode+ Mentor in the delivery of once-per-week sessions. She/he liaises with school administrators, participants' parents/guardians, and other stakeholders in an effort to facilitate the successful delivery of program objectives.

Essential Position Functions

Principal Accountabilities

- Act as a key contributor to delivering content and educational lesson plans for use in a classroom setting for the ILA-BBI iCode+ program.
- Provides supervision and guidance to the iCode+ Mentor, developing a strong teaching team to achieve program goals.
- Ensures the iCode+ Mentor is provided with all resources and intellectual support needed.
- Builds and maintains a positive learning environment for student participants at program sites.
- Ensures efficient recording-keeping of participant data and completes all required work-activity reports and evaluations.
- Networks with all stakeholders to strengthen and enhance Program objectives.
- Ensures that both STEM education and the BBI / ILA vision are reinforced in all Program activities.

Supervision and Mentoring Plans

- The ILA Program Manager will provide direct supervision.

Core Competencies

- Planning and Coordination
- Computer Coding/Programming
- Strong instructional oral communication
- Interpersonal skills and Team Leadership
- Enthusiasm for people, learning, teaching and technology
- Detail-oriented and ability to work within deadlines

Qualifications, Required Background, Experience, and Education

- Completed at least one year of a Computer Science post-secondary education.
- Proficiency in more than one programming language such as Python, Java, C++ etc.
- Experience with computer coding/programming terminology, syntax, structure.
- Knowledge of computer hardware, operating systems, and networking basics.
- Past experience in mentoring/tutoring youth.
- Ability to articulate programming concepts in terms suitable to youth ages 16 to 29 years old.
- Ability to deliver exceptional work under little supervision.
- Ability to work both independently and collaboratively.
- Must review and provide constructive feedback to Mentor regarding their delivery.

Preference will be given to applicants who have demonstrated a commitment to providing technology advancement and education to learners of African Nova Scotian heritage.

What you can expect from us:

- Opportunity to be part of a dynamic team with a focus on technology and education
- A culture of excellence
- Passionate colleagues
- A highly collaborative environment
- A great place for the creative and curious

HOW TO APPLY

A current cover letter, résumé, and transcript (may be unofficial) must be submitted by mail, fax, e-mail or in person. The deadline for accepting applications is 5:00 pm Atlantic Standard Time on the posted closing date (in person and by mail) and 12 midnight for electronic applications.

MAIL

Imhotep's Legacy Academy
Room G40N/M Killam Memorial Library
6225 University Ave., PO BOX 15000
Halifax, NS B3H 4R2

E-MAIL

director.imhotep@dal.ca

FAX

902.494.2420

IN PERSON

At Room G40N/M
Killam Memorial Library
Dalhousie University

Imhotep's Legacy Academy is an Employment Equity/ Affirmative Action employer. The institution encourages applications from Aboriginal peoples, racially visible people, and persons with a disability.

For more information on ILA, visit our website: www.dal.ca/imhotep

Condition(s)

Offer of employment is contingent upon the candidate passing a Criminal Record Check (Vulnerable Sector) and a Child Abuse Register check.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.