



JOB TITLE: Learning Facilitator
LOCATION: Anaheim, CA
STATUS: Part Time, Non-Exempt
SALARY: \$25-\$30/hr

ORGANIZATION:

For more than 25 years, TGR Foundation has worked to create a world where opportunity is universal and potential is limitless. With an unwavering commitment to positively impact youth from under-resourced communities, its mission is to empower students to pursue their passions through education. TGR Foundation helps students learn, grow and prepare for their futures through a network of TGR Learning Labs and national programs focused on STEAM educational enrichment, health, well-being, college access and career readiness. For more information visit TGRFoundation.org or connect on [Facebook](#), [Twitter](#) and [Instagram](#).

POSITION DESCRIPTION:

Learning Facilitators are responsible for developing and maintaining operational excellence with students, co-workers, volunteers and the general public. This is a part-time position to support TGR Learning Lab programs including Expanded Learning, Saturday STEAM workshops and special events. The individual selected will assume the position of engineering instructor, implementing and delivering lessons and activities to for students in grades 5-12, assisting in set-up and clean up and building strong relationships with students, co-workers, volunteers, school personnel and the broader community.

ESSENTIAL DUTIES & RESPONSIBILITIES:

Curriculum & Instruction

- Plan and design learning experiences with an emphasis around STEAM curriculum and a focus on engineering that engages students in problem-solving, critical thinking and reflective learning;
- Work with the Director of Programs to deliver hands-on, project-based engineering lessons/activities at the TGR Learning Lab;
- Manage an engineering enrichment club or team and co-plan at least three special event(s) per fiscal year including, but not limited to organizing and developing workshops that meet the needs of TGR Learning Lab youth in line with current instructional programs;
- Support special events including, but not limited to, set-up and clean-up, supervising participants and facilitating activities;
- Plan and deliver at least four Saturday workshops per year;
- Deliver innovative, project-based lessons that cater to diverse learning styles and abilities that are inquiry based and foster curiosity, creativity, and love of learning;
- Integrate hands-on activities, experiments and real-world applications into lessons to enhance students' understanding of STEAM;



- Continue to assist in growing the engineering class and other STEAM class offerings at the TGR Learning Lab.

Assessment and Feedback

- Implement formative and summative assessments to gauge student progress;
- Collect and maintain data which includes attendance and administration of surveys;

Leadership

- Provide ongoing support to TGR Learning Lab staff;
- Create and maintain a class-specific budget and inventory of engineering-related supplies and equipment;
- Provide support for internal and external events held at the TGR Learning Lab.

Collaboration & Engagement

- Work collaboratively with staff and other stakeholders to assist in modifying and enhancing curriculum and training;
- Collaborate with other instructors, educational partners, and community organizations to enhance the overall learning experience;
- May assist in student recruitment and TGR Learning Lab awareness by facilitating workshops at schools and in the community;
- May be asked to supervise students, arrival and dismissal and front desk support;
- Build and maintain relationships and communication with co-workers, students, families, volunteers and organizations;
- Participate in professional development opportunities to stay updated on STEAM education trends and best practices;
- Identify unique student needs and recommend improvements and opportunities;
- Participate in coaching and classroom observations for reflection and growth;
- Serve as a mentor and role model for students, promoting a growth mindset and a passion for lifelong learning;
- Be a self-starter with strong organizational skills and an excellent communicator both verbally and in writing.

EDUCATION, EXPERIENCE & SKILLS:

The part-time Learning Facilitator will have past involvement in educational programs for youth and experience in engineering. In addition to:

- Bachelor's degree or an equivalent combination of skills, training and experience;
- 1+ year working with school-age students preferred;
- Valid teaching license/credential in a STEAM content area is highly preferred;
- Content knowledge and/or experience in engineering;
- Familiarity with educational technology, knowledge of diverse student needs and different learning styles is essential;
- Ability to integrate technology creatively into lessons and activities;



- Demonstrate strong interpersonal skills consistent with a positive youth development environment;
- Have strong organizational skills, be a self-starter, and an excellent communicator both verbally and in writing;
- Ability to work Monday through Thursday, 2:00 pm – 6:30 pm and up to six Friday evenings and ten Saturdays;
- Reliable transportation to and from program sites;
- Support the TGR Foundation mission, vision, and core values.

TO APPLY:

Send an electronic cover letter and résumé to Ashley Cortez at acortez@tgrfoundation.org.

*No phone calls please.

TGR Foundation is proud to be an Equal Opportunity Employer.

This job description is illustrative of duties typically performed by this job. It is not intended to be an exhaustive listing of every job responsibility. Because job content may change from time to time, TGR Foundation reserves the right to add and/or delete job responsibilities from this position at any time.