

Position#:(PSA).....0443  
Developed by:.....(E)..BY  
Reviewed by:.....SG  
Approved by:.....LK  
Date:.....10/11;11/11

**UNIVERSITY OF RHODE ISLAND**

**Position Description**

**TITLE:** Specialist, GEMSNET/Middle School Science Education

**DIVISION:** Academic Affairs (HSS: School of Education)

**REPORTS TO:** Director/Principal Investigator, GEMSNET

**GRADE:** Grade 10

**SUPERVISES:** Trainers for middle school science PD

**BASIC FUNCTION:**

Responsible for the creation, implementation, and promotion of science professional development sessions and activities that support middle school hands-on, inquiry-based curricula in the program's partner districts.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Teach, facilitate, and provide training sessions and classroom and building level coaching in science teaching.

Work with teams of teachers and administrators to implement best practices in science teaching.

Develop the cadre of science mentors from URI and STEM-related industry.

Preparation of training materials.

Provide advisement to school district central offices related to science curricula.

Work collaboratively with Coordinator of Educational Outreach and the Lecturer to ensure high-quality professional development program/outreach serves to the K-12 school districts of Rhode Island.

Support the widespread classroom implementation of expository writing in science.

Participate in continuing development of GEMSNET activities and programs.

**Specialist, GEMSNET/Middle School Science Education (PSA - 0443)**

**Page 2 of 2**

Serve as a representative of GEMSNET for school administrators and science-related agencies and organizations.

Monitor adherence to safety standards related to chemical supplies and other science training materials.

Prepare monthly activity reports for the Advisory Board and Coordinator of Educational Outreach.

Assist in preparation of training grants and arranging industry-funded Teachers-in-Residence and Science Coaches from partner districts.

**OTHER DUTIES AND RESPONSIBILITIES:**

Perform additional duties as requested.

**LICENSES, TOOLS, AND EQUIPMENT:**

Valid RI middle school science certification; Proficiency with personal computers, printers; word processing, database management, spreadsheet, and graphic arts software.

**ENVIRONMENTAL CONDITIONS:**

This position is not substantially exposed to adverse environmental conditions.

**QUALIFICATIONS:**

**REQUIRED:** Bachelor's degree in middle school education required. Must have and maintain a Rhode Island teaching certification for middle school science teaching. The following are required: a minimum of 2 years' experience teaching middle school science; minimum 2 years' experience providing science professional development for elementary and middle school teachers; experience assisting school districts with selecting and implementing inquiry-based curricula; demonstrated commitment to middle school science education reform; working knowledge of current science Frameworks and Standards related to middle school science teaching and learning; demonstrated strong computer skills (e.g., word processing, database management, spreadsheet, and graphic arts software); demonstrated strong interpersonal skills, and oral and written communication skills.

**PREFERRED:** Master's degree in middle school education.

**ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.**