



Barbados Junior Robotics Camp

~ Facilitator Application Form ~

Application Deadline: Positions open until filled

Program Dates: Mid July – mid August, annually

INSTRUCTIONS

1. Please first review “What BJRC Facilitator Candidates Should Know” (page 3 of this document)
2. The application is provided in WORD format. Please complete the form electronically only.
3. Attach your resume.
4. Attach your transcript if you do not have a Ph.D. in a STEM discipline
5. E-mail your application and materials to csfhdq@gmail.com with the subject line “BJRC Facilitator Application”.

Please indicate the level of robotics you are interested in facilitating/coaching. Rank preferences with numbers, “1” being the highest.

Level I Level II Level III Level IV

Name:		E-mail:	
Address:		City, Postal Code:	Skype Name:
Phone:	Date of Birth (dd/mm/yy):		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Citizenship:			
I am currently a: <input type="checkbox"/> Professor <input type="checkbox"/> Lecturer <input type="checkbox"/> Post Grad. Student <input type="checkbox"/> High School Teacher <input type="checkbox"/> Other (Please specify)			
Undergraduate University/College:		Major: Minor (if applicable):	
Graduate University/College:		Degree: Major:	
Current Employer:	Employer Address:		Employer Phone:

Comment on your specific experience in robotics or software/firmware

OTHER TEACHING EXPERIENCE

Have you ever taught STEM subjects other than robotics before? If so, please elaborate, and then in the Table below, specifically list university or high school courses you have taught in STEM. Use course names instead of numbers.

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Name of University/School	Course Name	Student Level	Your Role	Term/Year

OTHER JOBS HELD (most recent position first)

Dates Employed From:	Company:	Title:
Dates Employed From:	Company:	Title:
Dates Employed From:	Company:	Title:

REFERENCES

Name:	Phone #: e-mail:	Relationship/Association:
Name:	Phone #: e-mail:	Relationship/Association:

EMERGENCY CONTACT INFO

Name:	Relationship:
Daytime Phone #: E-mail:	Cell Phone #: Address:

By providing my signature below, I accept the following statements:

- I have read “What BJRC Facilitator Candidates Should Know”
- I recognize that all BJRC staff members are subject to background checks.

Applicant Signature: _____ Date: _____

What BJRC Facilitator Candidates Should Know

This summer, the Barbados Junior Robotics Camps (BJRC) will attract some of the most enthusiastic Barbadian youngsters with interests in Science, Technology, Engineering and Math (STEM). Therefore, we are looking for highly qualified, enthusiastic, and talented facilitators to teach these extremely motivated students. In these camps, each student will be challenged outside his/her comfort zone, and we will be expecting and encouraging them to think and act creatively and innovatively in the design and building of their robots. The number of students in each camp will be approximately 15 - 20.

Our goal is to provide key experiences for them that will help as they move forward into secondary school and beyond. **The CSF philosophy is that the student is the customer and we (the Instructors, Facilitators, Coaches, Administrators and Staff) are simply the provider of services.** If you do not agree with this philosophy, please do not apply. Preference will be given to Facilitators who are available for the entire month (Monday-Friday, 9 am to 4 pm) of the Camp.

Should you be invited to become a Facilitator, you will be expected to sign an engagement contract, and a modest stipend will be paid. Below is a brief list of the responsibilities of the Facilitators, which will be included in the contract.

RESPONSIBILITIES OF FACILITATORS

Facilitators are expected to:

- Attend all training sessions which will take place over two or three weekends in June
- **Ensure the safety and well-being of the students at all times**
- Attend class prepared with lessons and materials appropriate for active learning for the students. The Head Facilitator must be notified in advance about any absences.
- Create an open and positive learning environment that encourages students to ask questions and to be active participants.
- **Discourage rote learning, encourage critical and analytical thinking, and make sure each student gains mastery of the fundamentals.**
- **Create a safe and comfortable environment where students are encouraged to ask any and all questions.**
- **Prepare additional, more complex and challenging assignments for students who are ahead of the pack.**
- Be available for students to ask questions about the course concepts.
- Use effective forms of communication to discuss individual problems that students may be facing.
- Provide students with emotional support and encouragement.
- Attend regular weekly staff meetings.
- Complete final student evaluations and final surveys on time.
- Submit all course materials by the end of the Program to the CSF headquarters.

IMPORTANT FINAL NOTE

This job requires true commitment to the students, but it is also lots of fun and can be a most rewarding experience! Instructors will be asked to begin work one day before the camp starts to clarify roles and responsibilities, and to make sure everyone and everything are prepared and ready for the first day.