

**JOB POSTING: 11/10/17**

**EUCLID EARLY LEARNING VILLAGE**  
***In-Residence Digital Fabrication Lab Manager***

TIES is a leading innovator in STEM education – bringing school design, STEM curriculum and instructional support to schools and districts. Our design teams work to create and build the finest STEM schools throughout the country. We recognize the importance of school design and STEM professional development for all teachers as the basis to improve and advance the character of science, technology, engineering and mathematics teaching for all students. TIES understands the need to shift the teaching of STEM education to focus less on fragmented and isolated bits of discrete information and more on scientific understanding and reasoning. STEM education is based on scientific and engineering practices and offers students the ability to use inquiry to address real-world issues that affect their family, community and world.

The TIES team of consultants and partnering organizations consists of the most successful STEM leaders in the U.S. who are skilled at the art of facilitating dynamic organizational change, developing robust, locally relevant STEM schools of excellence, and catalyzing vital partnerships within communities to ensure sustainable STEM communities of practice.

To support our team and provide specific support to the Euclid Early Learning Village at the Euclid Schools in Euclid, Ohio, TIES seeks a Digital Fabrication Lab Manager on contract for ***approximately 18 months for 10-15 hours per week (through the end of the 2018-2019 academic year)***, with potential for follow-on work.

**JOB DESCRIPTION**

The Digital Fabrication Lab Manager will be responsible for the overall operation of the Fabrication Lab at Euclid Early Learning Village in Euclid, OH, and the development of programs and services that meet the needs of students, faculty, staff and the community.

**ESSENTIAL FUNCTIONS**

- Operate the Euclid Early Learning Village Fab Lab on a day-to-day basis and mentor students, teachers and community members by assisting them with their projects and ideas.
- Maintain equipment and the management of supplies and inventory.

- Establish protocols for safe and effective use of the lab with pre-school and kindergarten-aged students, and monitor and maintain optimal safety conditions.
- Manage technical training on the use of the Fabrication Lab software, computers and manufacturing equipment for staff, students, interns and volunteers.
- Assist in the development of themes, lessons and lesson plans that integrate use of the Fabrication Lab, tinkering, computer science and the engineering design process
- Serve as a champion for the Fabrication Lab by promoting the opportunities available to pre-school and kindergarten educators in the Euclid Schools.
- The absence of specific statements of duties does not exclude those tasks from the position if the work is similar, related or a logical assignment of the position.

### **EDUCATION AND EXPERIENCE**

Requires a technical degree (ME, CS, IT) and/or similar job experience. Bachelor's degree in early childhood education or other STEM education-related field with significant technical experience and three years of recent professional experience providing support services in a directly related unit or discipline preferred.

#### *Candidates Must:*

- Successfully pass state and federal BCI criminal background check
- File for student monitoring permit through ODE (unless in possession of another ODE license)

### **IDEAL KNOWLEDGE, SKILLS & ABILITIES**

The characteristics listed below are representative of the knowledge, skills and abilities preferred to successfully perform the essential functions of this position.

- Experience working with early learners to achieve specific instructional goals.
- Experience with the concepts of Computer Science, including coding, computational thinking and working with data.
- Experience with CAD/CAM applications and design software.
- Experience with a variety of fabrication equipment such as a vinyl printer/cutter, laser etcher/cutter, CNC mill, 3D printer, 3D scanner and others.
- Experience working with or using manufacturing/industrial and rapid prototyping technology and equipment.
- Strong interpersonal skills as well as written and oral communication skills are essential for this position. Confidentiality and professionalism at all times are essential for this position.
- Proficient in common desktop applications (web browsing, Google apps, etc.).
- Ability to work in a team-based environment; demonstrated flexibility, initiative and collegiality with students, staff, administration and community members.
- Must have strong general management, problem-solving, organizational and decision-making skills, as well as technical knowledge, a strong attention to detail, and highly developed customer relations attitude and competencies.

## **PHYSICAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- This position requires sitting and standing for moderate periods of time, and the ability to see and hear.
- Frequently, this position is required to walk, stoop, climb and lift up to 70 pounds.

## **FACTORS FOR SUCCESS**

- Patient, adept multi-tasker who loves to make things.
- Leads as a proactive team-player and displays a passion for helping people learn through discovery.

Interested applicants should apply at the link below

<https://app.smartsheet.com/b/form/79831b78212444219dc32ee791fe2b3b>

Questions may be directed to [Jeremyshorr@tiesteach.org](mailto:Jeremyshorr@tiesteach.org)