

From: Vanessa Lougheed
Subject: Educational Program Coordinator

The University of Texas at El Paso (UTEP) is seeking an Educational Program Coordinator to facilitate interactions between El Paso Community College and UTEP for increasing recruitment and retention of Hispanic students in STEM. The Program Coordinator will work closely with the PIs to develop cross institution laboratories in Invertebrate Zoology, Vertebrate Zoology, and Botany. More details are given below along with a link to the HR webpage for applying.

Essential Functions

Will work closely with faculty (UTEP and EPCC) to administer daily operations of a DoE funded education program that integrates curriculum and other activities at UTEP & EPCC.

The goal of the program is to enhance retention of minority students in Ecology & Evolutionary Biology by offering an enhanced curriculum and learning community environment. Thus, this position will help fulfill UTEP's commitment to both access and excellence in academic training for minority students.

Candidate must be able to work with university and community college faculty, staff, and students from diverse backgrounds and skill levels; outstanding written and oral communication skills, demonstrable computer skills; training in science and pedagogy adequate to assist in delivery of science content at sophomore college level.

Required Qualifications

Minimum Education required: Bachelor's degree in Biology, Evolution, Environmental Science, or related field.

Minimum Experience required: Four years of related experience to the statement of duties and responsibilities; or equivalent combination of education and experience.

Preferred Qualifications

Master's degree in Biology with an emphasis in Ecology, Evolution, Environmental Science, or related field; ability to work with university and community college faculty, staff, and students from diverse backgrounds and skill levels; outstanding written and oral communication skills, demonstrable computer skills; training in science and pedagogy adequate to assist in delivery of science content at sophomore college level.

Experience as a program coordinator is desirable. Research experience in wetlands ecosystems is preferable. Teaching experience and/or experience in professional development is also valuable.

This position is posted on UTEP's Employment Opportunity web page. The position is open until Dec 15th. You can contact Drs. Liz Walsh (ewalsh@utep.edu) or Vanessa Lougheed (vlougheed@utep.edu) for more information.