October 7, 2014

Job Announcement

Director of Education, Outreach and Diversity for the National Science Foundation Materials Research Science and Engineering Center (MRSEC) at Brandeis.

The Director’s role includes leading the integration of materials science research and education at the K-12, undergraduate, graduate and post-doctoral levels, execution of the diversity strategic plan, assessment of the efforts and articulation with the other 20+ Education Directors in the national MRSEC organization.

Qualifications: PhD in a materials science related discipline, such as biology, chemistry, engineering, materials science, physics. Experience in science education, education assessment and working with minority serving education institutions.

Half-time position. Responsibilities are enumerated on the next page.

Women and minorities candidates are encouraged to apply. Brandeis University is an Affirmative Action/Equal Opportunity employer M/W/D/V.

Applicants should email a cover letter, a CV and should arrange to have three letters of recommendation emailed directly. Please indicate "Education Director" in the e-mail subject line.

Submit applications to Prof. Seth Fraden via email: katie55@brandeis.edu

Starting date: November 1, 2014.

Sincerely yours,

Seth Fraden
Professor of Physics
Director of Education, Outreach and Diversity Responsibilities:

1. **Informal Science. K-12**
   1.1. Discovery Museum, Acton, MA
      1.1.1. Recruit participation in museum events
      1.1.2. Recruit Science Fellows
   1.2. High school field trips to Brandeis University
      1.2.1. Continue annual visits from 2 HS.
      1.2.2. Initiate visits from Waltham HS.
   1.3. Science Club for Girls
      1.3.1. Continue sponsorship

2. **Undergraduate**
   2.1. Summer Research Experience for Undergraduates
      2.1.1. Advertise, select students, assign labs, organize social program, arrange housing.
   2.2. POSSE coordinator
      2.2.1. Coordinate summer bootcamp
      2.2.2. Assign MRSEC mentors
   2.3. SACNAS coordinator
      2.3.1. Work with other MRSECs to create organization wide effort.
      2.3.2. Host annual SACNAS chapter meeting at Brandeis
   2.4. Hampton University liaison
      2.4.1. Supervise education post-doc.
      2.4.1.1. Identify research project.
      2.4.1.2. Identify Hampton course
      2.4.1.3. Recruit 6-12 Hampton students.

3. **Graduate**
   3.1. Coordinate summer courses in MRSEC facilities.
   3.2. Liaison with Graduate Student committee
   3.3. Coordinate IRG workshops

4. **Post-graduate**
   4.1. Teaching prize

5. **PREM coordinator**
   5.1. Identify PREM partner
   5.2. Establish relationship
   5.3. Assist partner in proposal preparation.

6. **Assessment** of MRSEC education and diversity efforts including impact on undergrad and grad students, postdocs, and participants in courses.

7. **National articulation** with the 20+ Directors of Education at the other MRSEC centers.