The College of Engineering seeks a highly motivated individual as an Outreach Specialist. This position primarily focuses on K-12 engineering outreach. It includes the management and scheduling of student resources for the Engineering Ambassadors Network, interfacing with teachers and organizing logistics for school visits, outreach programming on both the Lincoln and Omaha campuses, assisting with the coordination and organization of Project Lead The Way training courses (in June) and conferences (we have a conference coming up on Feb. 27), teacher development workshops, and summer K-12 camps. Responsibilities include serving as a contact/liaison for the Engineering Ambassadors Network (25 undergrad engineering students in both Lincoln and Omaha); managing and scheduling of student resources for school visits; facilitating individual school visits/hands-on activities, and assisting the Director of K-12 engineering outreach with implementation of outreach strategies. The position could also involve developing lesson plans and activities to be used in outreach. High level of professionalism and commitment to teamwork essential. Demonstrated excellent organizational, interpersonal, oral and written communication and community relations skills essential. Must be proficient with personal computer systems utilizing databases, word processing, spreadsheets and graphics. Willingness to travel to and from Omaha and other schools in the state on a regular basis is required.

Demonstrated understanding and sensitivity regarding diverse student populations, such as cultural traditions, language barriers, and experiences in pre-collegiate academic preparation with low-income, first generation, elementary school, middle school, and high school students.

To apply, submit cover letter, current resume, and 2 letters of reference to: Sally Wei at 402-472-2670 or by email at swei2@unl.edu. The deadline for application materials is January 31st.