Overview of DiscoverE Special Events:
DiscoverE Special Events provide an opportunity for children to experience the excitement of science, engineering, and math through fun and interactive hands-on activities and challenges. Participants will develop problem-solving and practical skills required to be successful in engineering and science. Special Events will take place on and off campus, and could involve participants of all ages. Successful Special Event Volunteer Applicants will be entered into a pool of volunteers and will be contacted on a bi-weekly/monthly basis with current volunteer opportunities to sign up for.

Position Title
Special Events Volunteer

Location
Dependent on Event (on and off campus in Edmonton and surrounding area)

Time Commitment & Availability
Dependent on Event (weekdays, weekends, and evenings)

Duties & Responsibilities
▪ Assisting DiscoverE instructional staff in the delivery of presentations and activities
▪ Assisting DiscoverE instructional staff in the logistics of the event (ie. counting participants, taking attendance, setting up and handing out promotional materials)
▪ Assisting DiscoverE staff in managing participants and ensuring participants are safe during the completion of activities
▪ Organizing and cleaning up during and after activities

Qualifications
▪ Previous experience or interest in gaining experience working with youth
▪ Ability to work within a team setting
▪ Positive role model
▪ Reliable and committed
▪ Ability to convey excitement and enthusiasm about science, engineering, math, and technology
▪ Previous experience with DiscoverE or in an Education/Science/Engineering field is an asset

Position Benefits & Opportunities
▪ Contribute to DiscoverE’s mission – inspire girls to recognize the value and importance of engineering, science and technology.
▪ Develop teaching, leadership, communication, and public speaking skills.
▪ Co-Curricular Record
• General letter of reference and recommendation
• Meet new people and make lasting friendships!

Contact Information

Oscar Choy/Joanne Pham
Volunteer Coordinators, Winter 2018
Email: devc@ualberta.ca
Phone: (780) 492-8779

Jaymie Curilla
Clubs, Curriculum & Special Events Coordinator
Email: decoord@ualberta.ca
Phone: (780) 492-6159