



The College of Physicians of Philadelphia

POSITION DESCRIPTION

The College of Physicians of Philadelphia seeks a full-time educator to work with the Director of Youth Programs to design and implement new after-school and summer curricula for the Junior Fellows program at the College. The curriculum will be designed to encourage high school students to consider healthcare careers through exposure to information and experience.

The successful candidate will:

Be responsible for all educational aspects of the Junior Fellows Youth Program.

Work with College personnel and healthcare professionals to develop relevant curricula for the high school students enrolled in the summer and school year Junior Fellow programs. This person will implement these programs or supervise those who do.

Keep abreast of developments in curriculum and educational methods and apply them to the programs.

Supervise a part-time Educational Assistant.

Help supervise students during field trips to area institutions.

Work with Youth Program Director and other program staff to arrange and supervise student internships at the College.

Work with program staff as required to support all programming and activities connected to the Junior Fellows Youth Program at the College of Physicians of Philadelphia. This includes but is not limited to attending events, working with program mentors, assisting students with college applications, and helping with organizing externships.

Candidates should have:

A minimum of three years professional experience working with high school students in a museum, school, or informal education setting.

Demonstrated experience in developing educational materials and curricula and the ability to communicate scientific concepts to diverse audiences orally and in writing.

Master's degree in a relevant field with a major in education preferred.

Experience with out-of-school programming helpful and experience working with urban populations essential.

Superior multi-tasking and time management skills.

Proficient in MS Word, Internet-based activities, and electronic social networking.

Ability to work collaboratively as well as working independently. Knowledge/Interest in subject-related fields such as biology, anatomy, or pathology preferred.

To apply

E-mail cover letter, résumé, and the names of three referees to youthprograms@collegeofphysicians.org

Deadline June 30th 2009