



Nevada Agricultural Foundation

Position Announcement

Position Title: Elementary Education Curriculum Writer – Independent Contractor

Program: Nevada water and agriculture

Contract Rate: \$20.00/hour

Project Length: Estimate approximately 50 hours between December 2016 and May 2017.

Location: Home Office, limited in-state travel may be necessary.

Position Description:

The Nevada Agricultural Foundation (NAF) in partnership with the Nevada Agriculture in the Classroom (AITC) Program needs talented curriculum developers! We're looking for strong communicators with the ability to understand and translate technical concepts into easy-to-grasp educational materials.

As a contract curriculum developer, you will be working with a team of agriculturalists, water related specialists and project managers to develop lesson plans and companion resources around Nevada water and food and agriculture for students grades 3-5. Candidates must have the ability to design engaging and applicable lessons for integration by Nevada's elementary educators. NAF is striving to build a diverse team of curriculum writers both with and without knowledge of Nevada agriculture.

Responsibilities include:

- Work with experts to understand the history, application, impact and technical components on the topic and work with project team to translate that knowledge into defined learning objectives.
- Produce grade appropriate curricula linked to state educational standards on identified topics around Nevada water and agriculture. Tasks include: lesson plan and assessment tool development, creation of engaging activities that integrate STEM, and outlining companion resources and materials to support the lessons.
- Facilitate test-piloting of developed lessons in current public education classrooms.
- Collaborate with project team and selected vendors on development, training and distribution of resources to maximize implementation by current elementary educators.
- Tracking and reporting hours worked on project to NAF monthly.

Requirements:

- Bachelor's degree in education or related field
- Experience teaching science to an elementary school audience
- Extensive knowledge of the K-12 Nevada Academic Content Standards for Nevada Public School, including the adopted Next Generation Science Standards. Experience with grades 3-5 preferred.

- Proven ability to convey information in an engaging and effective manner using various platforms and learning techniques
- Ability to communicate and send files via email and the Internet
- Facility with Microsoft Office Suite of products including Word, Excel, and PowerPoint, and Adobe Acrobat Professional to accomplish daily tasks
- Experience developing technology-enhanced items (preferred, but not required)

Application Process:

We invite you to apply for this position by emailing Ms. Sue Hoffman, Nevada Agricultural Foundation Executive Director, at sue@nvagfoundation.org by November 20, 2016.

Please attach the following items:

- Cover Letter
- Resume
- Two lesson plans and supporting materials developed for use in elementary education that demonstrates writing ability, educational standard application, and engaging activities.

The Nevada Agricultural Foundation is an equal opportunity/affirmative action employer.