



Type: Full-Time Assistant, 10-month
Supervisor: Director of Curriculum & Innovation
Starting Date: August 2023

Makerspace Teaching Assistant

Mission Statement: *Catherine Cook School is a vibrant learning community that fosters curiosity, develops critical thinking, and inspires compassionate leadership for students in preschool through 8th grade.*

Diversity Statement: *Catherine Cook School is committed to creating and sustaining a diverse and compassionate community grounded in a culture of integrity.*

At Catherine Cook, we value a diverse and inclusive community. We define diversity as the range of differences and similarities between social identifiers, including race, socio-economic status, ability, age, gender identity, sexual identity, religion, and ethnicity. The ideal candidate is eager to join this type of professional community. We specifically seek candidates from underrepresented backgrounds.

Job Description:

We are seeking a talented and versatile Makerspace Teaching Assistant to join our IDEA Lab coordinator. The IDEA Lab Teaching Assistant will play a crucial role in supporting the implementation of our IDEA program, combining technology and woodworking skills to engage students in hands-on, creative projects. The successful candidate will have expertise in 3D printing, laser cutters, woodworking, soldering, CAD program, and a passion for inspiring students in innovation, design thinking, and problem-solving.

Responsibilities:

- Collaborate with Preschool to 8th Grade teachers to develop and implement an engaging makerspace mindset and projects that align with curriculum objectives.
- Assist in 5th-8th Grade classes, providing hands-on support and guidance to students during makerspace activities, including using 3D printers, laser cutters, and woodworking tools.
- Demonstrate and teach safe and proper usage of tools and equipment in the IDEA Lab, ensuring students follow established safety guidelines.

- Foster a creative and inclusive environment in the makerspace, encouraging students to explore their interests, experiment, and develop their critical thinking and problem-solving skills.
- Support teachers in integrating makerspace activities into their lessons, offering ideas, resources, and technical assistance as needed.
- Integrate into classroom interdisciplinary projects incorporating the IDEA Lab, fostering cross-curricular connections and meaningful learning experiences.
- Maintain and organize IDEA Lab materials, tools, and equipment, ensuring their proper functioning and availability for student use.
- Provide guidance and support to students in brainstorming, designing, and prototyping their ideas using a variety of materials and technologies.
- Stay current with emerging technologies, tools, and trends in the makerspace field, and share relevant information with colleagues.
- Build positive relationships with students, colleagues, and parents, serving as an enthusiastic ambassador for the IDEA program.

Qualifications:

- Bachelor's degree or equivalent required; some college coursework or relevant certification preferred.
- Strong proficiency in technology skills, including 3D printing and laser cutter programming and operation, as well as woodworking techniques.
- Experience and a love for working with middle school-aged students, understanding their unique developmental needs and interests.
- Knowledge of safety procedures and protocols related to makerspace tools and equipment.
- Demonstrated creativity and innovation in the development and execution of makerspace projects.
- Ability to collaborate effectively with teachers across Preschool to 8th Grade, offering support and guidance in project design and implementation.
- Excellent communication and interpersonal skills, with the ability to engage and inspire students.
- Strong organizational and problem-solving skills, with the ability to manage multiple tasks and projects simultaneously.
- Flexibility and adaptability to changing needs and priorities in the makerspace.
- Passion for maker education and a commitment to fostering students' creativity, curiosity, and critical thinking skills.

Catherine Cook School's educational program focuses on the whole child. Establishing and maintaining positive relationships with children is the foundation of our pedagogical approach. Curriculum must be developmentally appropriate and support the growth of knowledge, skills, and personal assets of children. Click [here](#) to learn more about our strategic plan and our future.

Compensation and benefits are competitive and commensurate with education and experience.

Visit catherinecookschool.org to learn more about our school and culture. Catherine Cook School is an equal opportunity employer.

Qualified candidates, please [click here](#) to complete an application with resume and cover letter. If you have questions or need additional information ahead of applying, please reach out to the hiring manager, Sara Ahmed, at sahmed@ccookschool.org.