



Board of Education of the City of St. Louis
CAREER OPPORTUNITY

Position Title:	Coordinator of STEM
Reports to:	Director of Innovative and Personalized Pathways
Payroll/Personnel Type:	12 Month
Job #:	8350
Shift Length:	8 Hours a Day
Union Eligibility:	Not Eligible
Starting Salary:	\$95,000 - \$110,000

Position Summary:

The STEM Coordinator for St. Louis Public Schools plays a pivotal role in advancing the district's mission of providing innovative and personalized pathways for students in Science, Technology, Engineering, and Mathematics (STEM) fields. Reporting directly to the Director of Innovative and Personalized Pathways, the STEM Coordinator will collaborate with school administrators, teachers, and external partners to develop and implement comprehensive STEM programs that promote academic excellence and career readiness.

Essential Functions:

- Develop and implement district-wide STEM curriculum, ensuring alignment with state standards and best practices in STEM education.
- Provide teachers with instructional support and professional development opportunities to enhance their effectiveness in delivering STEM instruction.
- Collaborate with school leaders to identify resources, including grants and partnerships, to support STEM initiatives and programs.
- Coordinate STEM-related extracurricular activities, competitions, and events to engage students and foster their interest in STEM fields.
- Establish and maintain partnerships with local businesses, universities, and community organizations to create STEM enrichment opportunities and internships for students.
- Collect and analyze data on student performance and participation in STEM programs to assess effectiveness and inform continuous improvement efforts.
- Coordinate and develop the after-school, k-12 robotics program and manage the budget for the program.
- Serve as a resource and advocate for inclusive practices in STEM education, ensuring equitable access and opportunities for all students.
- Stay current with developments in STEM education, instructional technology, and workforce trends to inform decision-making and program development.

Knowledge, Skills, and Abilities:

- Passionate about improving urban public education, and is driven to make a difference
- Ability to perform well in a quickly changing and diverse environment
- Ability to apply principles of logical thinking to define problems, collect data, establish facts and draw valid conclusions
- Ability to foster a cooperative work environment
- Excellent and effective communication skills
- Ability to express information to individuals or groups effectively
- Effective problem-solving and strong analytical skills
- Ability to develop innovative solutions and recommendations
- Ability to effectively work and interact with others and exercise a high degree of diplomacy



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- Work collaboratively with peers and others
- Possess knowledge of various cultures' values, behaviors, beliefs, and traditions
- Possess strong and effective written and oral communication and presentation skills with all constituencies
- Demonstrate passion for improving public, and urban education and driven to make a difference
- Demonstrate initiative and problem-solving capabilities
- Demonstrate organizational skills related to all Essential Functions listed above

Experience:

- Evidence of success in a STEM educational setting
- History of working with culturally, diverse students and families in an urban educational setting
- Experience collaborating with community agencies
- Evidence of serving effectively in a collaborative team setting
- Demonstrated ability to work with other adults and within the leadership of the administrator
- Proven track record of excellent attendance and timeliness at the work site
- At least five years of successful teaching in a K-12 educational setting (highly preferred)

Education:

- Bachelor's Degree in education or other applicable field (required)
- Missouri Teaching Certification (highly preferred)
- Master's Degree (preferred)

Physical Requirements:

- Must be physically able to operate a motor vehicle
- Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body
- Light Work usually requires walking or standing to a significant degree

Working Conditions and Environment:

- Work is routinely performed in a typical interior/office environment
- Very limited or no exposure to physical risk

Disclaimer:

The information in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Review/Approvals:

Employee	Date	Immediate Supervisor	Date
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Human Resources

Date

In connection with hiring for this position, the district shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, age, disability, veteran status, or national origin.