



Leadership • Collaboration • Support

JOB TITLE: Science, Technology, Engineering, Art, and Math (STEAM) Specialist

CSEA Salary Schedule, Range 28

DESCRIPTION OF BASIC FUNCTION AND RESPONSIBILITY

Under the direction of the Director of Innovative Programs and Student Success, supports the Solano County Office of Education's (SCOE) STEAM activities. This position coordinates program development and implementation and provides technical assistance in C++ and python programming with various software applications and related hardware.

JOB REQUIREMENTS AND QUALIFICATIONS

- Possession of a valid California state driver's license.
- Possession of a bachelor's degree or equivalent.
- Ability to effectively and efficiently support SCOE's different STEAM programs; including the Girls in Robotics Leadership (GIRL) Camps and the Science and Engineering Fair.
- Familiarity with coding and robotics, especially C++ and python programming, and the use of Linkbots and Lego Mindstorms or the ability to quickly learn the adobe learning platforms and applications.
- Ability to prepare clear and concise written communications and make oral presentations.
- Ability to organize and market STEAM related events efficiently and effectively.

ESSENTIAL DUTIES

- Assists the Director of Innovative Programs and Student Success in STEAM program development, implementation, and innovation.
- Supports the GIRL Camp and Science & Engineering Fair implementation and their day-to-day operations.
- Co-creates GIRL Camp activities on coding using C++ and python programming language with GIRL Camp coaches.

- Supports video production during GIRL Camps class and one- on-one instruction
- Creates short videos for the GIRL Camps and Science and Engineering Fair to document and promote the events.
- Provides technical assistance in ensuring that computers, Linkbots, Lego Mindstorms and other technology work before, during and after the GIRL Camps.
- Communicates with the Information Services and Technology Department (IST) the technology specifications of programs and software needed in different SCOE STEAM programs.
- Assists in the preparation of the necessary paperwork for different STEAM activities.
- Supports partnerships within SCOE, with local schools and districts, and other community partners.

MARGINAL DUTIES

- Performs other duties as assigned.

SUPERVISION RECEIVED

Employees in this classification receive general supervision within a framework of overall objectives.

SUPERVISION EXERCISED

None.

PHYSICAL ACTIVITY REQUIREMENTS

This position requires a physical examination be taken and passed based on the physical requirements listed below:

Work Position (Percentage of Time):

Standing (35%)

Walking (30%)

Sitting (35%)

Body Movement (Frequency):

None (0)

Limited (1)

Occasional (2)

Frequent (3)

Very Frequent (4)

Lifting – lbs. (0-40)

Lifting (3)

Bending (3)

Pushing and/or
Pulling Loads (1)

Reaching
Overhead (2)

Kneeling or
Squatting (3)

Climbing Stairs (3)

Climbing Ladders (2)