**GeoFORCE Peer-Learning Assistant**

**Hiring Department: Jackson School of Geosciences – GeoFORCE Texas**

**Program**: GeoFORCE Texas

**Compensation:** $20/hour + Food, Lodging, and Travel on Field Experiences

**Position Duration:** Temporary

**Location:** Austin **-** J.J Pickle Research Center (North Austin)

**Number of Vacancies:** 40

**General Notes:** Those selected will be required to attend training at J. J. Pickle Research Campus on May 21st and May 22nd.

**GeoFORCE Mission**

GeoFORCE is a youth education outreach program that targets underserved and low-income communities in Austin, Houston, and Southwest Texas. The Jackson School of Geosciences at the University of Texas created GeoFORCE to identify and develop the next generation of STEM leadership for discovery, research, and management of energy, minerals, water, the environment, and natural hazards for the benefit of society.

**Position Description**

GeoFORCE Peer-Learning Assistants (PLAs) support the math and science institute. A transition-to-college bridge program that educates GeoFORCE alumni and other incoming college first years on calculus, chemistry, and physics.

**Essential Functions**

* Tutor students in your assigned educational expertise (calculus, chemistry, or physics). 80%
* Support the instructors in review activities and assessments. 10%
* Support the coordinator in making sure the students are safe and where they need to be for instruction. 5%
* Other duties assigned by the coordinator. 5%

**Required Qualifications**

Recent graduate or currently enrolled at a 4-year college or university.

**Preferred Qualifications**

Pursuing a Bachelor's degree in STEM or STEM education field.

**Working Conditions**

* May work in all weather conditions.
* May work around standard office conditions.

**Notes**

Candidates for the GeoFORCE Counselor position are subject to all UT all policies as set forth by the University of Texas Youth Protection Program, UT Human Resources, and GeoFORCE Texas:

* [Youth Protection Program Guidebook](https://youthprotectionprogram.utexas.edu/directors/guidebook/)
	+ Zero-tolerance no alcohol policy throughout the field experience
	+ CPR/First Aid certification (provided by the program) and if necessary perform First Aid/CPR in field
	+ Child-safety training
* [UT Camp Worker Guide](https://hr.utexas.edu/sites/hr.utexas.edu/files/camp_workers_guide.pdf)
	+ A criminal history background check will be required for finalist(s) under consideration for this position.
	+ If hired, you will be required to complete the federal Employment Eligibility Verification form, I-9. You will be required to present acceptable, original documentsto prove your identity and authorization to work in the United States. Information from the documents will be submitted to the federal E-Verify system for verification. Documents must be presented no later than the third day of employment. Failure to do so will result in dismissal.
* [GeoFORCE Counselor Handbook](file:///C%3A/Users/lt23934/Box%20Sync/Summer%20Academies/Staff/Staff%20Handbooks/GeoFORCE%20Counselor%20Handbook.pdf)

The University of Texas at Austin, as an equal opportunity/affirmative action employer, complies with all applicable federal and state laws regarding nondiscrimination.