GeoFORCE Educational Coach-In-Training (ECIT)

**Hiring Department:** Jackson School of Geosciences  
**Program:** GeoFORCE Texas  
**Compensation:** $18.00/hour + Food, Lodging, and Travel on Field Experiences  
**Hours:** 40.00 Flexible from 12:00 am – 11:59 pm with expected overtime  
**Position Duration:** Temporary  
**Location:** Austin, Texas  
**Number of Vacancies:** 5 – 7

**General Notes:** Substantial travel may be associated with the position. Attendance at the GeoFORCE staff training in May is mandatory for the position. ECITs are hired only for the 12th grade student-led academy. GeoFORCE is currently planning this to be an in-person experience where staff and students stay in a UT dorm for the week. In the case that UT Youth Protection determines it is unsafe for youth to travel this summer, we will cancel the field academy and transition to online.

**GeoFORCE Mission**  
GeoFORCE is an education outreach program that targets diverse 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 diverse leadership for discovery, research, and management of energy, minerals, water, the environment, and natural hazards for the benefit of society.

**Position Description**  
As a GeoFORCE ECIT, you are a vital member of a large education team asked to guide student groups toward the completion of their geology research project. ECITs serve marginally as role models and are expected to conduct themselves as such, keeping a professional relationship with all students and staff on assigned summer field academies.

**Essential Functions**
- Assist your assigned students in their group project and with geological content objectives.  
- Conduct nightly room checks.  
- Guide students to designated learning areas. Be observant when moving the group especially in heavy traffic areas.  
- Assist the Educational Coaches (ECs) in learning activities and evaluating assessments.  
- Monitor student behavior and encourage participation.  
- Ensure student safety and well-being in the field and in the classroom.  
- When needed, provide first aid. First Aid & CPR certification is offered as part of training.  
- Assist the coordinator in enforcing the student rules in a fair and consistent manner.  
- Conduct daily debriefs of each day’s activities and previews for the next day’s activities with the educational team and coordinator.  
- Other duties assigned by the coordinator or the education team.

**Required Qualifications**
- Bachelor’s degree or higher in education, STEM education, or a STEM field.  
- Ability to assist in teaching complex geologic concepts and guide students in their learning.
• Ability to communicate effectively with students, university faculty, research scientists, staff, secondary school employees, and parents/guardians from diverse backgrounds.
• Excellent interpersonal skills and ability to work independently as well as a team member.
• Demonstrated ability to take initiative, use good judgment, pay attention to detail and handle multiple tasks.

Preferred Qualifications
• Pursuing a graduate degree in geology or a related STEM field.
• Experience in teaching or tutoring, especially for STEM subjects.

Working Conditions
• Will work outside. May work in all weather conditions and in extreme temperatures.
• May work around standard office conditions.
• Will involve airplane, bus, and/or automobile travel.
• Daily activities may include climbing stairs, hiking unpaved paths, and/or lifting or assisting in lifting up to 50 lbs. Employees are welcomed and encouraged to request reasonable workplace accommodations.

Notes
Candidates for the GeoFORCE ECIT 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
  o Zero-tolerance no alcohol policy throughout the field experience
  o CPR/First Aid certification (provided by the program)
  o Child-safety training

• UT Camp Worker Guide
  o A criminal history background check will be required for finalist(s) under consideration for this position.
  o If hired, you will be required to complete the federal Employment Eligibility Verification form, I-9. You will be required to present acceptable, original documents to 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. The form I-9 must be completed no later than the third business day of employment. Failure to do so will result in dismissal.

• GeoFORCE ECIT Handbook

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The University is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, or veteran status in employment, educational programs and activities, and admissions.

The University of Texas Youth Protection Program requires GeoFORCE Texas to select for more than one gender of staff on each academy for the safety of the students. Applicants are asked to provide their gender identity.