

Enactus SFU 2017 - 2018

Bright Ideas – Curriculum Manager



BRIGHT
IDEAS



Position Overview:

As the **Curriculum Manager** of Bright Ideas, you will have the opportunity to further develop the learning outcomes and material taught to participants of the project. This includes detailed planning as well as assistance in execution of workshops for the participants. In this role, you will be able to further your communication and teamwork skills, while also being able to have creative input and work alongside youth, adapting the curriculum based on their specific needs.

Your term will run from **June 2017 to May 2018**.

Responsibilities:

- Collaborate with the Program Manager to develop the curriculum to be taught to participants
- Work closely with the Workshop Manager in executing workshops and recruiting guest speakers
- Create and update documents related to the learning outcomes
- Assist in the participant application process and selection
- Draft a rough schedule for all workshops
- Create feedback forms for workshops
- Attend **all** meetings/events and contribute innovative ideas
- Be flexible and willing to help with other roles within Bright Ideas

Qualifications:

- Experience with Google Drive is an asset
- Able to relate to youth and develop a curriculum based on their needs
- Works responsibly with exceptional time management skills
- Possesses a positive and energetic attitude
- Strong commitment in a team environment, and is willing to support team members and collaborate ideas
- Passionate about Bright Ideas, Enactus SFU, and making a difference in the community

Please contact the Project Manager, **Robin Sandhu**, at bright.ideas@enactussfu.com with any questions.