Skeptoid Media Career Opportunity
Teachers Toolkit Curriculum Development Manager
(Contract Position)
Open Until Filled

Join Skeptoid Media, one of the world's leading multimedia educational nonprofits in science literacy and critical thinking skills. The Curriculum Development Manager will utilize their professional training and expertise, along with superb organizational and project management skills, to expand and diversify the *Skeptoid* Teachers Toolkit. The ultimate goal is to establish the Toolkit as an accessible, state-of-the-art, cross-disciplinary K-12 educational tool available to schools and educational organizations throughout the United States and across the globe. https://skeptoid.com/teachers

To apply, submit a cover letter briefly describing your relevant curriculum development experience, C.V., and a related work sample to Executive Director and President, Kathy Rightmire: kathy@skeptoid.com. Position will be open until filled.

Primary Areas of Responsibility

The Curriculum Development Manager (CDM) will be responsible for creating grade-specific educational lesson plans designed to introduce and explore selected topics utilizing curated sets of *Skeptoid* podcast episodes. Lesson plans will focus on increasing science literacy and critical thinking skills, and will be prepared in a "Toolkit" format which can be downloaded as a self-contained educational unit from the *Skeptoid* website. The CDM will develop an assortment of appropriate curricula, collate them into Toolkit subject headings, and prepare all written materials needed for use. The CDM will also train educators (as needed) in best use of the Toolkit materials. Curricula must pass national review for educational quality, standards alignment and usability, and be approved for use in all U.S. schools. Over the course of one year, the CDM will prepare and complete Toolkits in nine distinct subject areas (to be determined by the CDM), each with lesson plans formulated for three grade levels: elementary, secondary and high school -- A total of 27 individual Toolkits.

During their initial development, the CDM will beta test three Toolkits with one or more volunteer schools and implement comprehensive evaluation measures to determine educational value and effectiveness. Ongoing evaluation and modification of Toolkits will continue throughout the project period.

The CDM also will be required to actively promote and market Toolkit availability to schools and other educational organizations throughout the United States, including researching and contacting appropriate representatives and working with school Boards, curriculum review panels and administrators to ensure local approval of Toolkit use. The CDM will train teachers and educators at participating schools/organizations in Toolkit use to ensure the most effective curriculum implementation, consistently gathering feedback and updating Toolkit materials as

appropriate. As part of active promotion and marketing, the CDM will travel throughout the United States, including overnight and multi-day trips, to deliver presentations at educational conferences demonstrating Toolkit use and availability. Travel may involve air, ground, or rail transportation and could include occasional evenings or weekends.

About Skeptoid Media:
https://skeptoid.org/
We are a nonprofit educational organization that promotes media literacy, curiosity, and critical thinking through engaging and educational multimedia content. By instilling the principles of scientific reasoning and skepticism, we encourage our audience to discern fact from fiction and science from the sensational, thereby building and fostering skills that last a lifetime.

We accomplish this mission by:

- creating independent, science- and research-based content that is inviting, approachable, interesting, and accessible
- fostering an enthusiasm for learning by utilizing positive and affirmative messaging
- promoting social responsibility by delving into important issues facing society
- embracing diversity in our internal structure, programming, and audience, and ensuring inclusivity with a welcoming atmosphere for everyone.

Skeptoid Media is an equal opportunity employer. We seek applicants who support our organizational mission and are aligned with our corporate values.

About the *Skeptoid* Podcast:
https://skeptoid.com
The weekly *Skeptoid* science podcast was launched in 2006, and has been an iTunes top science podcast ever since, passing 100 million downloads in 2017 and distributed by PRX, the Public Radio Exchange.

Company History:
Host, producer and Creative Director Brian Dunning incorporated Skeptoid Media in 2008. The show's primary market organically became educators promoting science and critical thinking. To best serve the education mission, Skeptoid Media was converted to a 501(c)(3) nonprofit in 2012. In 2017, Skeptoid Media permanently relocated its offices and production facilities to Bend, Oregon.

While continuing our weekly podcast, we also produce web series and documentary films, host screenings and educational presentations, and organize a local monthly science trivia night. All of our programs are intended to fit into educational curricula as well as provide entertaining and enlightening content for the general public.

About the *Skeptoid* Teachers Toolkit:
The *Skeptoid* podcast is fun and entertaining for everyone. It has been used as a teaching resource in so many classrooms, that we created an educational media sharing platform

especially for teachers. This “Teachers Toolkit” makes it easy to share groups of episodes with students (ad-free) via a link that provides a customized unit created specifically by educators based on their own curriculum needs while protecting student privacy.

Toolkit resources also include two lesson guides specifically crafted to accompany the documentary movies “Principles of Curiosity” and “Science Friction”. Teachers are encouraged to screen the documentaries with their students and then further explore the films’ concepts through the lesson guides.

The Teachers Toolkit platform works on any modern device (mobile, desktop, tablet, even many gaming consoles) and does not require students to log in or have any kind of account or subscription. No personal information is collected ever.

All Teachers Toolkit materials are provided for educators free of charge.
https://skeptoid.com/teachers

Contract Requirements

The Curriculum Development Manager position is initially a part-time, one-year contract position, averaging 20-30 hours per week. The successful candidate will be an independent contractor with a signed work agreement. The contractor will be responsible for determining their own work hours, invoicing Skeptoid Media for work performed, and for providing their own equipment unless otherwise agreed to in writing. The initial one-year contract may be renewed pending satisfactory outcomes and additional project needs, with the potential for full-time permanent employment.

Funding for this position is 100% reliant on a restricted gift by an outside donor. Skeptoid Media assumes no liability for contract continuation after outside funding ends.

Communication

The CDM is expected to maintain regular contact with Skeptoid Media, reporting no less than once per week regarding progress toward stated contract objectives and project timeline.

Experience and Education

- Three or more years of relevant teaching and/or curriculum development experience in related subject areas required (such as science, science communication, history, media literacy, critical thinking, etc.), AP or IB experience preferred.
- Bachelor’s degree in science with a K-12 teaching certificate required; a Master’s degree preferred.
- Current teaching certificate in Secondary Education required.
- Knowledge of student cognitive development and various learning styles required.
- Familiarity with national academic (NGSS) standards and curriculum review processes required.

Skills and Abilities

- Outstanding organizational and project management skills with the ability to consistently meet deadlines.
- Fluent in English, both speaking and writing.
- Excellent interpersonal and communication skills.
- Excellent presentation skills.
- Ability to create a curriculum that meets national academic requirements.
- Ability to work collaboratively with educators at participating schools to facilitate implementation and evaluation of Toolkit use.
- Ability to train other teachers, educators, and participating high school/college students in utilizing Toolkit materials in classrooms.
- Ability and willingness to reflect and improve instructional practices.
- Ability to embrace innovation as a tool to teach, engage and motivate students.
- Share Skeptoid Media's commitment to building science literacy, media literacy and critical thinking skills to students.
- Share Skeptoid Media's organizational values.
- Computer literate in software and internet-based applications.
- Capacity to quickly learn new software applications.
- Collaborative in nature, with the ability to build consensus.
- Self-motivated and solves problems, asking for input and initiating solutions as appropriate and reasonable.
- Willingness to take direction and reevaluate solutions when needed.
- Ability to demonstrate good judgment when interacting with colleagues, students, teachers and other educators.

Physical Requirements

- Be able to use the computer and remain stationary for long periods of time as the majority of work is performed in front of a computer and on the telephone.
- Manage conversations in person, online and by telephone.
- Possess the ability to travel throughout the United States independently via commercial airline and ground transportation; ability to stand and present for extended periods; ability to transport presentation materials and equipment (including laptop computer) through airports and conference venues.
- Work well under pressure and manage stress well.