

STEM Corps Learning Facilitators: Expectations & Roles

Learning Facilitator (LF): A learning facilitator is a JMU student volunteer with JMU STEM Corps. LFs will work alongside our STEM Leadership Interns (SLIs) in order to make quality STEM education more accessible to the surrounding community.

For our elementary programs (Boys and Girls Club and School STEM Days), LFs play a very active role in facilitating the students' understanding of STEM concepts and practices while making the learning experiences fun and interesting.

For our secondary programs (Field Trips and Brain Bee), LFs are more focused on creating a welcoming and enjoyable learning environment for the often nervous adolescents, assisting the professors with facilitating the lesson, and engaging students in conversation about college in general, JMU, and being a STEM major.

Boys & Girls Club Program

See program description here: jmu.edu/stemcenter/bgchr-photos

Expectations

- You are expected to stay with the club to which you are assigned throughout the year. This will help build community among the other members assigned to the same club and will facilitate developing trusted relationships with the children of that club.
- Check the schedule to see which weeks you are assigned.
- If you cannot attend, find someone to cover your spot on the assigned day. Send a message or email to Dr. Cresawn, Luke, and either Griff (for Bluestone) or Carissa (for Stone Spring) to tell us who is covering for you. Please include all 3 people on these communications.
- If you cannot find someone else who is available within two days before the visit (the Wednesday before) or you can't attend because of an illness or other extenuating circumstance then immediately notify Dr. Cresawn, Luke, and Griff or Carissa.
- Arrive at the club location by 3:30 for the volunteer pre-meeting and be prepared to stay until 5:00 for cleanup and wrap-up meeting.

- Thoroughly review the lesson plan for each week & ask questions if necessary. Do not just skim. The activity will be much easier and more fun for you and the kids will trust you more if you are well prepared.
- Review and practice the “small group discussion” sections so that you are comfortable enough to not have to read them word for word like a script during the activity. When the kids sense you are comfortable with the discussion, they will be. If you are not prepared and do not convey enthusiasm during the discussion, they will sense that and become disinterested.
- Contribute feedback on activities, visits, and other topics in relation to BGC visits when asked.
- Do not use your phones during the visit (unless needed for a timer, etc.).
- Do not take your own photos or videos unless asked to.
- You are not responsible for managing behavior. If behavior problems arise, ask one of the B&GC staff members for help.

Roles

- **As an educator**, you will engage students in enriching STEM education material while incorporating “take-home ideas” that will help them when they are learning the associated content in more depth in school science or math. You will foster a positive learning environment by encouraging ideas and questions,
- **As a role model**, you will show your own enthusiasm for the lesson, encouraging kindness and respect for one another, make every child feel like they belong there, and help them feel successful. You will build relationships with the kids in your group, earn their trust, and show them you care.

Canvas Guide

- **Finding the Schedule:** Click on the **Event, Assignments, and Contacts** link on Canvas homepage.
 - Check your contact info and make any necessary corrections. You will see your club assignment here.
 - Select the Google sheets tab at the bottom of the sheet for Bluestone or Stone Spring to see what days you are assigned.
- **Finding the Lesson Plans:** Click on modules on the Canvas page. The modules are organized into the different content sections we have and are listed in the order we will be doing them. Scroll down to the date of the

activity you are looking for and click on that assignment page. The links to the Lesson Plan and any extra content will all be on that page.

Field Trip Program

See program description here: <https://www.jmu.edu/stemcenter/stem-field-trips>

Expectations and Roles:

- Review the STEM Center’s field trip program description on the above link.
- Review the information about the specific STEM experience for which you are volunteering. Links to the experiences pages can be found here: <https://www.jmu.edu/stemcenter/immersive-stem-experiences.shtml>
- Respond to emails and messages about the field trip programs for which you are volunteering in a timely manner.
- If an unavoidable conflict arises in advance, please notify one of the SLIs (Hannah Johnson or Anabelle Witt) at least 3 days before the event so they can find a replacement.
- If you are not able to attend due to last-minute extenuating circumstances, please notify Hannah or Anabelle as soon as possible.
- Arrive to the program location on the agreed upon time.
- Carefully read any information shared by the SLIs that the hosting professor asks us to share with volunteers.
- During the field trip, engage with the guest students in a welcoming, and friendly manner.
- Be encouraging of the guest students especially when they appear to be struggling with the tasks or confused by directions or information.
- Model the behavior we expect of the guest students including: not being on your phone, not having drinks or food in lab spaces where those are prohibited, staying engaged when the hosting professor is talking to the group.
- Be mindful that you are representing JMU to the community including potential future students.

Sign-up Process: Find the “Events and Contacts” sheet on the Canvas home page, click on the field trip tab at the bottom of the sheet. Hannah and Anabelle will contact volunteers approximately 2 weeks prior to and again 1 week prior to the event.