



Bilingual Sim Specialist – Job Description

Organizational Description	<p>More than half of American public-school students are children of color, and only 18% of their teachers are from these same racial and ethnic groups. The Branch Alliance for Educator Diversity (BranchED) was founded in 2017 to support Minority Serving Institutions (HBCUs, HSIs, tribal colleges, and others) to maximize programming and drive innovation in preparing highly effective educators who reflect and champion the diversity of our nation’s school children. These 253 Minority Serving Institutions comprise 13% of education providers in the United States but prepare 51% of all Hispanic students earning bachelor’s degrees in education, 51% of Native Hawaiian and Pacific Islander teacher candidates, 38% of African American teacher candidates, and 35% of bachelor’s degrees in education for Native Americans and Asian Americans</p> <p>BranchED is the first and only non-profit organization in the nation that is dedicated to strengthening and growing educator preparation at MSIs, with the larger goals of both diversifying the teaching profession and intentionally addressing critical issues of educational equity for all students. BranchED has three goals that guide its work:</p> <ul style="list-style-type: none"> • Empower: working together to strengthen and grow MSI educator preparation programs by providing capacity building support that enhances MSI capabilities • Connect: strengthening relationships among MSIs by building partnerships to spur collaboration and innovation • Advance: amplifying a collective voice and advocating for shared interests by promoting awareness of educator diversity and championing MSIs
Position Objective	Responsible for coordinating all aspects of assigned human and non-human simulation activities including integrating, maintaining, and operating computer and audiovisual technology, performing pre- and post-simulation activities, and executing simulation sessions equipment.
Essential Functions	<p>Duties of a Sim Specialist include but are not limited to:</p> <ul style="list-style-type: none"> • Assisting with human and all technical operations in the simulation areas. • Supporting/assisting in role playing applications, props placement, and moulage set-up before and after simulations and recording of information and debriefing of simulation sessions. • Assisting in the design and building of simulation models as needed.

	<ul style="list-style-type: none"> • Providing technical assistance, support, and guidance to faculty, instructors, and staff in the use of simulation equipment. • Conducting tours and simulation sessions for internal/external groups and/or individuals. • Providing recommendations for operational efficiency, new equipment and supplies, and materials related to simulation. • Maintaining currency with simulation technology and use. • Maintaining knowledge of simulation equipment, catalogs, and operation manuals. • Operating audiovisual systems and training others in the use of audiovisual systems. • Attending seminars, conferences, in-service trainings, and staff meetings, as required. • Reviewing supplementary material prior to conducting simulation. • Complying with all BranchED’s policies, rules, and regulations.
Education & Experience	<ul style="list-style-type: none"> • Acting background in theater, film, improv, or other forms of performance art • Fluent in Spanish • Excellent oral communication skills • Excellent organizational skills with the ability to handle multiple tasks simultaneously • Experience working with Microsoft and Google Suites and Zoom
Personal Characteristics	<ul style="list-style-type: none"> • Passion and commitment to transforming teacher education practice • Committed to equity and diversity • Ability to thrive in a fast-paced environment • A positive attitude, high degree of flexibility, curiosity to learn, creativity, dedication, resourcefulness, and energy
Compensation	Schedule is based on the need of training and simulation sessions. Typically, 10-20 hour per week, but can fluctuate depending on need. Compensation of \$25 per hour will be paid upon submission of an invoice for hours worked.
Supervisory Responsibilities	No supervisory responsibilities.
Reports To	BIRCH Director
Apply	Please submit your application and resume to talent@educatordiversity.org
Work Environment	This position is fully remote with occasional travel to headquarters office in Peachtree City, GA.