

Curriculum Writer Position - NRES

POSITION ANNOUNCEMENT

CASE Curriculum Writer for *Natural Resources and Environmental Science*
Curriculum for Agricultural Science Education
c/o National Association of Agricultural Educators
300 Garrigus Building, Lexington, KY 40546-0215
859-257-2224 or 800-509-0204; Fax 859-323-3919
Email: NAAE@uky.edu

Curriculum for Agricultural Science Education (CASE) is an instructional system that provides intense teacher professional development and curriculum that is changing the culture of agriculture programs nationwide.

Through its system of professional development, curriculum, assessment and certification, CASE equips secondary teachers to elevate student experiences in the agriculture classroom, and prepares students for success in college and careers emphasizing science, technology, engineering, and math (STEM).

CASE provides a complete curriculum in each of its courses. This includes lessons that build on each previous lesson coupled with inquiry-based lesson delivery style, leading students to a higher understanding of big-picture concepts related to agriculture and draw connections with core academic standards.

CASE is a project of the National Council for Agricultural Education and is managed by the National Association of Agricultural Educators. Funding for the project is derived from state education sources, federal grants, and private corporation funding in cooperation with the National FFA Foundation.

Natural Resources and Environmental Science Curriculum Writer – Job Position

Position Title: CASE Curriculum Writer

Reports To: CASE Project Director

Employment Category: Contractor (Two-year contract with potential for renewal)

Location: Contractor is not provided office space and is able to work from their home. All requirements including a computer, Microsoft Office 2007[®] professional or newer software, printing, internet, and phone are the responsibility of the contractor.

Travel Requirements: Limited travel is required for meetings associated with curriculum development.

Supervision or Management Responsibilities: None

Contract Compensation: The recipient of this contract will receive an annual rate of \$70,000 per year or \$5,833.33 per month of contract. This compensation is a cash payment and does not withhold tax obligations for the recipient. Additionally, because this is a contract agreement, Curriculum for Agricultural Science Education offers no benefits to the private contractor. Contracts are reviewed annually and rate of compensation is negotiable.

Qualifications:

Education: B.A. or B.S. required; Master's Degree or PhD preferred. The degree must be in agricultural education or other education field associated with the sciences or career and technical education.

Experience:

1. A minimum of three years of experience as a classroom teacher in agricultural education is preferred. Candidates must provide evidence of quality performance related to teaching and learning methodology.
2. CASE certification for successful completion of a CASE Institute is preferred. Introduction to AFNR certification is recommended.

Background Knowledge: CASE teaching experience is preferred. However, a successful candidate is expected to know or be able to learn the following:

- Inquiry-based teaching methodology
- Project- and problem-based instructional strategies
- Curriculum design including scaffolding of concepts, standards-based instruction, assessment and student accountability, experiential learning, and selection of appropriate instructional resources
- Specific content knowledge of natural resources and environmental science including agricultural applications and scientific principles

Skills: The contractor will be responsible for research and writing of elaborate curriculum materials according to specific design principles. Therefore, a successful candidate must possess the ability to:

- Conduct research both from Internet and book sources
- Write at a scholarly level according to APA guidelines
- Write efficiently to meet deadlines for editing and revision
- Navigate essential computer software including Microsoft Word, Excel, and PowerPoint
- Manage and lead small group meetings and workshops
- Communicate effectively via email and conference call

Job Summary: The contractor will be responsible for writing the CASE *Natural Resources and Environmental Science* course according to CASE protocols of pedagogical design. CASE has strict design principles and formatting requirements and every aspect of CASE lessons are written to a professional standard. Therefore, the contractor in this position will need to be skilled at writing and researching. Attention to detail is also important. The CASE Curriculum Director and Project Director will provide training and assistance as needed.

The position will require minimal travel to attend CASE Institute training, conduct a course development meeting, and facilitate the training for the lead teachers prior to the Field Test Institute for the new course. The course development meeting will include classroom teachers who will provide expertise and be sources for writing assistance and professional development facilitators. The contractor will have limited management duties related to overseeing the products from these individuals.

Once the curriculum is developed, extensive editing and revision will occur. Additionally, the contractor will be responsible for developing assessment questions for the end of course exam question pool.

General Duties and Responsibilities:

- Write the CASE *Natural Resources and Environmental Science* course according to CASE curriculum design principles and writing protocols
- Develop assessment questions for end of course exam according to CASE protocols
- Develop purchase manual for *Natural Resources and Environmental Science* and work with prospective vendors on appropriate resources
- Complete all requested revisions and rewrite sections according to recommendations from editors to prepare curriculum for final publication
- Coordinate teacher writer assignments and collect materials as completed
- Facilitate course development meeting
- Facilitate programming and instruction for Field Test Lead Teacher Orientation
- Monitor and manage field test of new course
- Assist with strategic planning to the project

Application Packet Requirements:

- Letter of Application
- Resume or Education Vita
- List of five references and their contact information including phone and email
- Writing sample according to the instructions attached to this announcement

How to Apply: Send application materials to dan.jansen@case4learning.org by **August 15, 2011**. For the reference line of the email, use your last name and first initial followed by "CASE Writer Application". You will be notified once the materials are received and further information will be provided to you regarding the selection process. If you have any questions about the application process please contact Dr. Dan Jansen, CASE Project Director, at 503-312-0814 or dan.jansen@case4learning.org.

Writing Sample Instructions

The writing sample of the application provides the applicant with the opportunity to describe how your deep knowledge of writing and ability to craft curriculum will be an asset to the CASE project. It is understood that there is no single right or wrong way to write curricula and, as such, this writing sample will not be judged on your current style. The writing sample will be used as a means to recognize the style you currently employ and to evaluate your adaption to new styles. In selecting applicants, we will review the writing sample for evidence of the applicant's performance at following directions, demonstrating narrative ability, as well as using supporting evidence in each area as requested.

The writing sample is designed to allow you to demonstrate your knowledge of agricultural education, academic content, and illustrate how you convey that knowledge to students using a variety of pedagogical methods and strategies included in a curriculum piece. This sample will also allow you to discuss the use of assessment to incorporate accountability of the learner related to instructional practices and strategies used in your sample.

The writing sample should be a separate document from other application materials, be written in narrative format, and must meet the specific criteria as outlined.

Narrative

Knowledge of Natural Resources Pedagogy and Associated Epistemological Concerns

1. Select a Natural Resources and Environmental Science topic or concept that in your opinion is difficult for secondary students in a class to understand. Provide a brief description of this topic or concept and explain why it may be difficult for students to learn.
2. Write a short overview of how you would prescribe to teach this topic including specific lesson design elements, such as sequence of activities, projects, and problems, and connection to STEM academic standards.
3. Answer the following questions including ideas on how you would address these questions in development of a lesson on your chosen topic:
 - What scientific, technical, agricultural, or academic facts, principles, theories, laws, or concepts are fundamental to understanding this topic and how is this topic communicated to students?
 - How is this topic related to more complex concepts or material that students will encounter in subsequent lesson, grades, or courses?
 - What fundamental or basic facts are required for students to master this topic or concept?
 - What types of assessments, applications, or problems demonstrate student understanding and readiness to move on to the next level?

Formatting Directions:

- **File:** Word® format
- **Page Limit:** The narrative must not exceed five pages (including citations). Applications that exceed five pages of writing sample narrative will not be reviewed.
- **Font:** Arial, 12-pt, single-spaced paragraphs with appropriate spacing between
- **Paper:** 8.5"x 11"
- **Margins:** 0.5" at the top with 1" margins the rest of the way around
- **Footer:** Insert your name and email address
- **Citations and References:** Use APA formats