



**Job Posting: Curriculum Reviewer/Developer – Manufacturing
Massachusetts Association of Vocational Administrators (MAVA)
March 15, 2024**

Title

Curriculum Reviewer/Developer – Manufacturing (8)

Brief History and Overview

The Massachusetts Institute of Technology (MIT) and UMass Lowell have been awarded a \$4 million grant from the U.S. Department of Defense to develop curriculum for a post-secondary program to train manufacturing “technologists” – a job category that has been described to us as somewhere between a “technician” and an “engineer.” It’s a two-year grant. A small portion was set aside for MAVA.

MIT has asked MAVA to identify and recruit teachers, particularly those in Advanced Manufacturing programs, to help develop the training curriculum.

Job Summary

Through the grant, MAVA is seeking eight (8) teachers from MAVA member schools who are training students to go into manufacturing technician roles. Educators from MIT/UMass Lowell will share the curriculum they are developing to gauge whether it naturally follows from the MAVA teachers’ lesson plans. MIT also wants to know which companies our graduates are going to, what roles they are filling, and if MAVA teachers feel the content MIT/UMass Lowell is proposing will help these graduates advance in their careers.

Teachers will receive materials to review; attend three (3) meetings per year, two (2) of them remote and one (1) of them in-person; and will share feedback on the materials and the program. There is a stipend available for participating teachers, plus travel reimbursement to and from the in-person meeting.

The first remote meeting likely will be held in April of 2024. The first in-person meeting will be held at Assabet Valley Regional Technical High School in Marlborough during MAVA’s Annual Connecting for Success Conference.

David Ferreira, MAVA’s Communications Coordinator, will serve as MAVA’s Project Liaison for this initiative. He can be reached at DavidFerreira@MAVA.us or 508-951-2123. Meredith Thompson is Program Manager for the MIT Learning Engineering and Practice (LEAP) Group. She can be reached at mtknight@mit.edu or 617-290-2118.

Duties

The successful candidate will:

- Attend three (3) meetings per year, for two (2) years. These include one (1) in-person meeting each year.
- Review and comment on materials, as requested.
- Provide general feedback to MIT/UMass Lowell.
- Respond quickly to inquiries from MAVA's Project Liaison regarding scheduling.
- Carry out other duties as assigned by the MIT Program Manager or MAVA Project Liaison.

General Requirements

The successful candidate must:

- Have experience as a teacher in a MAVA member school.
- Have experience teaching students in Advanced Manufacturing or a closely related program.
- Have access to and be proficient with a computer.
- Submit a W-9 form and other documentation for stipend payment and/or mileage reimbursement.

Compensation

The successful applicant will be paid a stipend of \$350 for each meeting attended. In addition, teachers will be reimbursed for travel to and from the in-person meetings.

Job Status

Each Curriculum Reviewer/Developer is an independent contractor. No employment benefits are connected to this position.

Contract Status

This is a two-year commitment.

Selection Process

Candidates must submit a brief cover letter to David Ferreira, MAVA Communications Coordinator, at DavidFerreira@mava.us. Positions will remain open until suitably qualified candidates are selected.

MAVA is seeking teachers of all backgrounds, from all regions of the state, from all types of schools.

Start Date

Successful candidates are expected to begin the work in April 2024.

Equal Opportunity

The Massachusetts Association of Vocational Administrators (MAVA) is an Equal Opportunity Employer. MAVA selects vendors, employees, and independent contractors without regard to race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.

MAVA seeks to actively recruit, welcome, and support a workforce which is diverse and inclusive of all people so that we can support the success and growth of all individuals.