



The [Astronomy & Astrophysics Department](#) at the University of California, Santa Cruz (UCSC) invites applications for the position of Partner Liaison for the Science Internship Program, under the direction of Professor Raja Guha Thakurta. The Science Internship Program (SIP) is a summer-long (10-week) research internship program for high school students in STEM fields. UCSC faculty, graduate students, and post-doctoral researchers provide one-on-one mentoring of these high school interns. The research projects are *real* in that they are *not* made up just for the high-school students; instead, students are inserted into existing research projects here at UCSC.

As the Partner Liaison, the successful candidate will support SIP's goal to increase the diversity of its intern pool and, specifically, reach out to students from academically disadvantaged backgrounds. The Partner Liaison will identify, create, and maintain relationships with relevant local programs and high schools that support a disadvantaged student population. In addition, the Partner Liaison will manage the existing academic partnerships to ensure that candidates and interns receive the necessary support they need. As part of this work, the candidate will ensure that SIP has an effective framework for creating and maintaining strong, reciprocal partnerships.

On a global scale, this position also supports the development of the SPHERE Network, which stands for STEM Programs for High Schoolers Engaging in Research Early. Conversations have already taken place with over 100 research institutions in 18 countries. The Partner Liaison will identify and reach out to potential Network members and act as the main point of contact with the New York Academy of Sciences Global STEM Alliance, our main founding partner who is working with SIP to develop this network.

The nature of this position requires strong communication and organizational skills and the ability to relate well with students, mentors, and adults from various age groups and cultural backgrounds. We are especially interested in candidates who possess any number of the following preferred qualifications: familiarity with the SIP or other high-school educational programs; knowledge or experience with the current landscape in high school related internships and educational summer programs; experience in working with students from academically under-resourced backgrounds; and previous experience in building strategic partnerships in an outward facing role.

RANK: Academic Coordinator I

SALARY: Minimum starting salary \$49,500, commensurate with qualifications and experience.

BASIC QUALIFICATIONS: Bachelor's degree in either business, communications, management or a closely related field, and documented experience in managing/administering programs.

POSITION AVAILABLE: As soon after the initial review of applications as possible.

TERM OF APPOINTMENT: The initial appointment is for one year, with the possibility of extension. If the hiring unit proposes reappointment, a review to assess performance will be conducted. Reappointment is contingent upon a positive performance review and the availability of funding.

TO APPLY: Applications are accepted via the UCSC Academic Recruit online system, and must include 1) Curriculum vitae, which must include the names and contact information for two references and 2) a letter of application that addresses his/her expertise and skills. Documents/materials must be submitted as PDF files.

APPLY AT <https://recruit.ucsc.edu/apply/JPF00433>

Refer to Position #**JPF00433-17T** in all correspondence.

CLOSING DATE: Review of applications will begin on 4/28/17. To ensure full consideration, applications should be complete by this date. The position will remain open until filled, but not later than 6/30/2017.

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, or protected veteran status. UC Santa Cruz is committed to excellence through diversity and strives to establish a climate that welcomes, celebrates, and promotes respect for the contributions of all students and employees. Inquiries regarding the University's equal employment opportunity policies may be directed to: Office for Diversity, Equity, and Inclusion at the University of California, Santa Cruz, CA 95064; (831) 459-2686.

Under Federal law, the University of California may employ only individuals who are legally able to work in the United States as established by providing documents as specified in the Immigration Reform and Control Act of 1986. Certain UCSC positions funded by federal contracts or sub-contracts require the selected candidate to pass an E-Verify check. More information is available here or from the Academic Personnel Office (APO) at (831) 459-4300.

UCSC is a smoke & tobacco-free campus.

If you need accommodation due to a disability, please contact the Academic Personnel Office at apo@ucsc.edu (831) 459-4300.