STEM Education Postdoctoral Opportunity at the University of Miami

The Department of Undergraduate Research and Community Outreach is seeking a Postdoctoral Fellow to work with our National Institute of General Medical Sciences (NIGMS) Initiative for Maximizing Student Development (IMSD) grant. The aim of the IMSD program is to increase the academic competitiveness and number of students from underrepresented groups pursing and completing a STEM PhD. The program is two-fold. At the undergraduate level, “scholars” participate in intense research experiences to better prepare them for entry into a PhD program. At the graduate level, pre-doctoral IMSD “fellows” are provided with opportunities for professional development and career preparation. To learn more about our programs, please visit our website: [http://www.miami.edu/index.php/undergraduate_research_and_community_outreach/](http://www.miami.edu/index.php/undergraduate_research_and_community_outreach/).

The IMSD postdoctoral fellow will assist in recruiting and advising IMSD undergraduate scholars and graduate student fellows, be involved in program professional development activities, serve as a career adviser for IMSD scholars and fellows, identify potential research mentors for IMSD undergraduate scholars, keep records on academic performance of students, and track their research activities. The postdoc will be responsible for managing the internal evaluation of the IMSD program, writing and submitting annual reports to NIGMS, and will assist the external program evaluator in program assessment. The two will team together to do research on the efficacy of the program’s impact on students pursuing research careers in science. The postdoc also will manage the grant account and be responsible for overseeing and processing all grant-related expenses. Additionally, 10% of duties will be related to the department’s other research and outreach programs.

Applicants must have a PhD in a STEM field (Science, Technology, Engineering or Math), experience in mentoring and working with students, a demonstrated strong interest in STEM education and program evaluation, experience with data analyses, knowledge of Microsoft Word and Excel, administrative skills, and a strong work ethic. Applicants must have well developed communication (verbal and written) and social skills. Experience working with personnel and students from diverse backgrounds is desirable and knowledge of grant procedures is a plus. Questions should be directed to Professor Michael Gaines,
m.gaines@miami.edu <mailto:m.gaines@miami.edu>. Please apply through the University’s employment website (http://um.hodesiq.com/job_start.asp) for position number # 045531.