

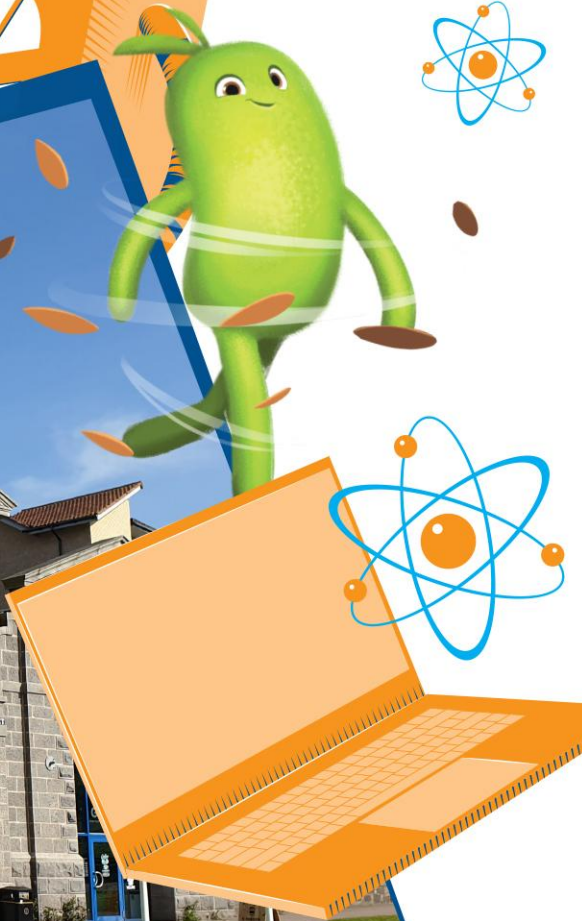


www.aberdeensciencecentre.org



STEM Engagement Coordinator

Closing Date: Thursday 2 July 2026 at 12 noon



Unleash the **power** of curiosity at Aberdeen Science Centre

Welcome!

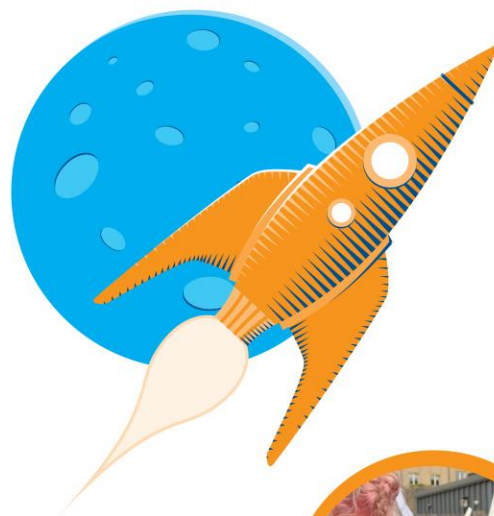
Thank you for your interest in joining our hardworking and passionate team at Aberdeen Science Centre. We are proud to offer the opportunity to work in a newly refurbished, modern and spacious centre with more than 60 interactive exhibits, a busy schools and community engagement programme, venue hire spaces and plenty of opportunities to get hands on with STEM (Science, Technology, Engineering and Maths) engagement!

This pack will walk you through everything you need to know, including:

- The job description and the kind of skills and experience we're looking for
- Our science centre and all its facilities
- Opportunities for your career development
- The benefits and remuneration package we can offer
- A few words from our team

If you have a passion for science and STEM education and are keen to inspire others and make a lasting impact, we can offer you rewarding, interesting and varied work and the chance to develop your skills and career.

We would love to hear more about what you can bring to Aberdeen Science Centre and help us to Unleash the Power of Curiosity!



All about us

Aberdeen Science Centre is an inspirational, exploratory visitor attraction close to Aberdeen's beachfront. We are committed to **inspiring a lifelong interest in science** by creating engaging, fun, informative and educational experiences for everyone who comes through our doors.

Established in 1988 as Scotland's first Science Centre, Aberdeen Science Centre has played a significant role in STEM education across the region ever since.

In late 2020, Aberdeen Science Centre reopened its doors at Constitution Street, following a major £6million redevelopment project. The revamp allowed us to create six exciting zones for visitors – Space; Energy; Test It; Make It; Life Sciences; and a special under-6s area for our littlest scientists.

We brought in more than 60 new exhibits (and a few old favourites!) including our friendly humanoid robot, RoboThespian, who loves to sing and chat, and the OPITO Theatre of Energy, an immersive experience which challenges visitors to find the right mix of energy sources.

Our schools, community and public engagement team provide opportunities for STEM learning in a variety of different formats. From workshops and shows, activity stations and demos, to science on the spot and story sessions. Our engagement team provides something for everyone and aim to engage with as many children and adults as possible, on average engaging with over 65,000 people each year.

We also have meeting room spaces which can be hired for meetings and events for up to 250 guests as well as in-house training sessions.

We have an on-site café run by Grub, as well as a small garden, office and recreation space and free car parking.

As a registered charity we work hard to generate funds through a variety of income streams to support our mission.

Maintaining our valued corporate partnerships is a vital part of our day-to-day work as they allow us to deliver quality programmes, workshops and events for schools, community groups and others.

We strive to be one of the only five-star attractions in the North-east of Scotland and the go-to STEM education resource locally. We share best practice with other science centres as part of our membership of the Association of Science and Discovery Centres and our network of centres here in Scotland.

The future's bright. Play your part and use your valuable skills to make a genuine difference.



Job description

We are looking for a **STEM Engagement Coordinator**

Salary: £30,015.23 [FTE]

Reports to: Head of Operations

Contract: Part-time [25 hours per week], temporary 9-month contract

Location: Aberdeen Science Centre, outreach to Peterhead

Main Purpose of Job

The STEM Engagement Coordinator will plan, deliver and develop Aberdeen Science Centre's STEM Club Project in Peterhead. You will deliver high quality, interactive STEM experiences that inspire curiosity and make science engaging and accessible to primary school aged children and their families.

The role involves engaging with schools and teachers to secure suitable venues and recruit participants, co-developing workshops with STEM Club members, assessing project impact, and completing all reporting requirements for the funder. This role is being funded by SSEN Transmission.

Delivery of ASC activities in the Peterhead area is a key part of this role, so a full driver's licence is essential. The post holder will be expected to work flexibly within the team, with a willingness to work evenings and weekends as required.

The post holder will require a PVG.



Job description (cont.)

Main Duties and Responsibilities

- Engage proactively with schools, teachers and stakeholders to establish and deliver STEM Clubs in five primary schools across the Peterhead area, building positive relationships that encourage sustained participation and engagement.
- Coordinate the planning, development and delivery of one Family STEM Club in the Peterhead area, creating opportunities for intergenerational learning and increasing community engagement with STEM subjects.
- Support the School's Coordinator in booking and delivering funded visits to Aberdeen Science Centre.
- Collaborate with the marketing team to promote STEM Club activities, contributing to promotional materials, and raising awareness of the STEM Club programme within the schools and wider community.
- Work alongside STEM Club members to co-design and develop STEM workshops and activities, ensuring that participants have meaningful input into the content and delivery of sessions and that activities reflect their interests and aspirations.
- Source, prepare and manage the materials, resources, equipment and budget required for STEM Club activities, ensuring all sessions are delivered safely and effectively.
- Develop and implement appropriate monitoring and evaluation frameworks for each STEM Club, including establishing success measures, collecting feedback, analysing outcomes and identifying areas for improvement.
- Maintain accurate records of participation, engagement, and project outcomes and contribute to the preparation of reports and other documentation required by project funder.
- Ensure all activities are delivered in accordance with ASC's policies and procedures, including safeguarding, health & safety, equality, diversity and inclusion requirements.
- Represent the organisation professionally at meetings, events and networking opportunities, acting as an ambassador for the STEM Club programme and its objectives.
- Undertake any other duties that are reasonably required and commensurate with the nature and level of the role.



All science centre staff are expected to:

- Perform their own general clerical duties including, but not limited to, typing, copying, mailing and filing.
- Ensure all current legislation including, but not limited to, GDPR and Health and Safety is followed at all times.
- Maintain confidentiality in all aspects of client, staff and agency information.
- Consider the day-to-day environmental impact of their work and act to reduce accordingly i.e. turn off unwanted lights, reduce paper usage etc
- Follow any other reasonable duties as assigned by Chief Executive or Head of Fundraising.
- To attend conferences and other learning opportunities as required.

The above is intended to provide a clear but concise statement of the present major tasks and activities of the job. It is not an exhaustive list of all its detailed duties. As a term of your employment, you may be required to undertake such other duties as may reasonably be required of you in the post mentioned above.

Aberdeen Science Centre reserves the right to amend the Job Description in consultation with the employee.

Aberdeen Science Centre pursues a policy of equal opportunities in the appointment and promotion of staff.



Person specification

Do you have the skills, experience and enthusiasm we are looking for?

- Desire to work within the charity sector.
- Creative and innovative approach to work.
- Excellent attention to detail.
- Confidence with ICT, with an ability to keep up with advances in technology.

Essential Competencies

- An enthusiasm for a large variety of Science, Technology, Engineering and Mathematic topics.
- Skilled listener with great people skills.
- Strong verbal and written communicator, ability to liaise effectively with a variety of audiences.
- High regard for customer care and service.
- Good team worker, flexible and adaptable.
- Willingness to be flexible on hours, with regular evening and weekend work required.
- Ability to work unsupervised, on own initiative with excellent attention to detail.
- Ability to work to tight deadlines and organise own schedule.
- Knowledge and competence in ICT including MS Office suite.
- Ability to follow script and adapt to create meaningful engagements with diverse audiences.
- A full driving licence and access to a vehicle.
- Ability to obtain a PVG for working with children.



Desired Competencies

- Previous experience in a customer focused environment.
- Experience in presenting to audiences of all ages.
- Understanding of evaluation and impact reporting.



Employee Benefits

In return for your hard work, enthusiasm and commitment to our values you'll receive a generous benefits package including:

- Holiday allowance of 31 days (pro rata)
- Flexible and hybrid working opportunities available
- Rewards and Recognition Scheme*
- Generous company sick pay of 3-months full pay & 3-months half pay*
- Contributory pension scheme with employer contributions of 4%*
- Access to staff Healthshield cash back plan*
- A range of learning and development opportunities
- Free onsite car parking at Aberdeen Science Centre
- 10 free admissions per year to Aberdeen Science Centre for your friends and family or a STEM Passport*
- Free voluntary flu jab
- 10% staff discount in ASC Shop and onsite café, Grub
- Social outings and team building sessions.

*Upon passing probation period.

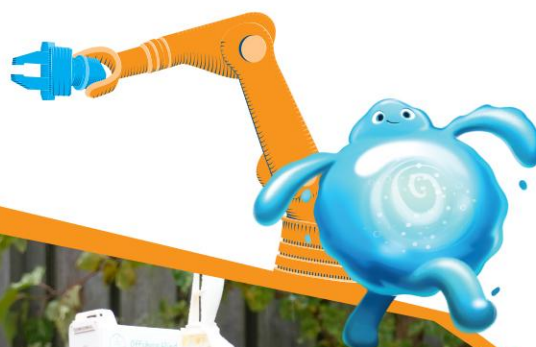


How To Apply

To apply for this position please send a CV and Covering Letter outlining your suitability relative to the Job Description and Person Specification, as well as your preferred no. of working hours to: recruitment@asc.scot or to: Recruitment, Aberdeen Science Centre, 179 Constitution Street, Aberdeen, AB24 5TU.


Deadline for applications: Thursday 2 July 2026 at 12 noon.

Interviews will take place week commencing 13 July 2026 at Aberdeen Science Centre.

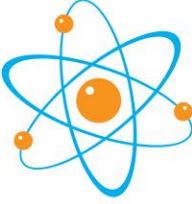


Come and join us!

We'd love for you to be part of our dedicated team. Here's what some of our colleagues have to say about working at Aberdeen Science Centre.



I just love engaging with people and watching their surprised faces after a cool, creative activity!



Aberdeen Science Centre has a great culture which is both supportive and collaborative. Senior management's belief in the team and genuine will for you to develop and grow makes each project enjoyable, knowing you have their support.


The staffing structure means we get to work with different members of the team, giving you the opportunity to learn every aspect of the company. Through this atmosphere we end up accomplishing more together.

I love seeing the impact our work has on young people and in the wider community - even a short walk through the centre shows the positive interactions people are having with STEM.

It's a fun place to work with great learning opportunities and really friendly, enthusiastic staff.

I've developed many new skills, from delivering and developing workshops to coordinating events and working with community partners and I've been allowed the freedom to develop according to areas of interest. Working at Aberdeen Science Centre is fun and fast paced but also a great place for personal development.

It's so rewarding to know that the work you're doing is contributing to the charity to inspire an interest in science, whether that be in the centre itself, in schools or the community.



If you want to work with an organisation that cares about its people and like the idea of working with a purpose-driven charity, then join us at Aberdeen Science Centre.

The diverse activities we do at Aberdeen Science Centre means no two days are alike.





179 Constitution Street

Aberdeen, AB24 5TU

recruitment@ASC.scot

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www.aberdeensciencecentre.org



Aberdeen Science Centre is a Scottish Charity, SC014922,
regulated by the Scottish Charity Regulator (OSCR)