



STEP Project Manager Position

Job Description for STEP Project Manager

Full time – 1 year position with option for extension depending on the project

The MIT Scheller Teacher Education Program (education.mit.edu) seeks a Project Manager to work on a funded research project creating a Massively Multiplayer Online Game (MMOG) targeted at improving mathematics and science understandings and engagement in high school students. Building on the documented educational value of commercial, off-the-shelf MMOGs, players will take on the roles of scientists and mathematicians to explore and explain a robust virtual world. The project team will carry out the design, implementation, and piloting of the game, and conduct research around the engagement in and effectiveness of the game.

The Project Manager will be coordinating a team that includes:

- Principal Investigator at MIT (direct report)
- Creative Director
- Educational Content Manager
- World/Quest Designer
- Prototype Developer (in-house)
- External media production company
- Teacher Consultant
- Several undergraduate and graduate students

Responsibilities:

- Manage budget and schedules
- Plan and implement effective project management tools
- Schedule and facilitate team meetings
- Maintain project scope
- Develop and maintain feature list
- Coordinate and track all deadlines and deliverables
- Act as liaison with external media production company
- Act as liaison with funders
- Help with recruiting schools/teachers
- Manage user testing/piloting schedule
- Assure completion of goals and reports
- Contribute creative ideas to the game's design and implementation

Minimum Requirements – Candidates must:

- Have at least 5 years experience as a project manager on technology projects
- Be able to recommend and use project management tools at an expert level and build the social structures on the team to ensure the tools continue to be used
- Be comfortable managing teams of people with diverse roles and backgrounds (students, teachers, content experts, etc.)

- Have at least a Bachelor's degree or preferably a Master's degree in a related field
- Have a strong interest in playing games and thinking about them critically

Successful candidates will have several of the following:

- Project management experience on online, educational, and/or games projects
- Experience working in an academic environment
- Background in the education field, specifically teaching, curriculum development, and/or assessment
- Background in STEM (science, technology, engineering, and math)

The work environment at the MIT STEP lab is casual but we are passionate about educational technology and devoted to our projects. We are putting together a team of talented game designers, innovative teachers, and education and content experts. So while background or interest in all related areas is desirable, what is most essential to this position is a demonstrated ability to manage the moving parts of a technology project and keep a creative team on track while developing a high-quality product.

Applications will be accepted on a rolling basis, as we seek to fill the position as soon as possible. To apply, please send your resume and cover letter to Dr. Eric Klopfer at tep-jobs@mit.edu.