

**NSF/SAO LATINO INITIATIVE
FALL SEMINAR SERIES
PRESENTS**

Redefining the Definition of an Astronomer



**Dr. Garry Foran, Astronomer
Swinburne University of Technology**



How Organizations can Effectively Recruit and Support Individuals with Disabilities in the Workforce

**Ms. Rachel Tanenhaus, Executive Director
Cambridge Commission for Persons with Disabilities**

**PHILLIPS AUDITORIUM
WEDNESDAY, OCTOBER 10TH, 2018
12PM - 1PM
LUNCH WILL BE PROVIDED**

This material is based upon work supported by the National Science Foundation under Grant No. 1745460.

SMITHSONIAN ASTROPHYSICAL OBSERVATORY

JOB SHADOWING OPPORTUNITY FOR INDIVIDUALS WITH DISABILITIES

THE HARVARD- SMITHSONIAN CENTER FOR ASTROPHYSICS

invites individuals 18+ with disabilities to spend a day exploring career opportunities including a morning shadowing experience, workshop on applying for federal and university jobs, a panel discussion, and a Q & A with invited speakers in STEM.

SHADOWING OPPORTUNITIES INCLUDE:

Astrophysicist, Education Researcher, Administrator, Science Demonstrator, Library Professional, Mail Processing Clerk, Telescope Operation, & Media and Technology Specialists

OCTOBER 10, 2018

9AM - 3PM • PHILLIPS AUDITORIUM,
HARVARD-SMITHSONIAN CENTER FOR ASTROPHYSICS,
60 GARDEN STREET
CAMBRIDGE, MA

To Sign Up: <http://bit.ly/sao2018>

QUESTIONS: Contact Christine Crowley, ccrowley@cfa.harvard.edu (617) 495-7103

The Smithsonian Astrophysical Observatory and Harvard University are equal opportunity employers committed to diversity in our workplace.

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Job Shadow Opportunities at the Harvard and Smithsonian Observatories in Cambridge

Wednesday, October 10th from 9:30am – 3:00pm

Apply: <http://bit.ly/sao2018>



Please Note: The positions listed below are not current job openings.

Education Specialist

If you like to fix things and reduce data, you can relate to the education specialist who manages the MicroObservatory Online Robotic Telescope Network. This specialist can often be found fixing telescopes, computers, circuits, and optics.

Librarian

This position handles acquisitions, cataloging, scripting, managing the library website, creating new web portals, processing physical and digital materials including books, manuscripts, maker devices, electronic devices, and more.

Mail Carrier/Clerk

In this position, you work with a team to oversee all interoffice mailing and ensure daily shipping deadlines are met. In particular, you are responsible for receiving, sorting, and distributing incoming mail and preparing items for shipment.

Media Senior Technician

The technician is responsible for setting up and running two high profile classes in Sanders Theater at Harvard. He/she loads the equipment, sets up and sound checks the microphones, sets up a laptop and projection and records the classes.

Media Supervisor

This position is responsible for supervising part-time staff as well as the maintenance of the equipment used to teach in the classrooms at Harvard including data projectors, computers, screens, audio and video recordings and reinforcements.

Research Assistant

You will observe simulations of the universe as well as spatial maps of galaxies to collect data. The research assistant studies large scale structures with x-ray data taken from the Chandra telescope orbiting our Earth. Curiosity is required!

Science Administrator

This position oversees programs for undergraduate and graduate students. More specifically, the administrator is responsible for human resource management, strategic planning, recruiting, travel arrangements, and budgeting.

Science Demonstrator

The Science Demonstrator is responsible for maintaining demonstration apparatus and equipment, documenting techniques, and occasionally developing new demonstrations and experiments.

Scientist

Being part of a national space mission involves solving mathematical equations using a variety of numerical techniques as well as designing optics, analyzing data sets, instrument calibration, planning operations, and creating software.