



TERRA.DO

Online school for solving climate change

COURSE T/A (Teaching Assistant):

- 10-15 hours/week for 8 to 10 weeks, with possible extension
- Compensation: Based on experience
- Position start date: May 10, 2021
- Applications due: April 28, 2021

OVERVIEW

Terra.do, an online climate school and community, is hiring a Course TA (Teaching Assistant) for our 6-week [Climate Change for VCs](#) course. As Course TA, you will work closely with our course creator to coordinate and deliver a 6-week online climate course to a cohort of up to 75 venture capitalists and other investors interested in taking personal and professional action on climate change. This role is focused on day-to-day operations and community management in support of delivering a meaningful and memorable course experience.

RESPONSIBILITIES

- Run all aspects of virtual session management (held live on Zoom, mornings PT)
- Coordinate participant communications related to course logistics and operations
- Serve as an active leader in the community, helping participants to feel welcome, engaged and connected
- Calendar and schedule management

YOU ARE

- Obsessively organized and a Google Calendar pro.
- A great written communicator who knows their homonyms and abhors a misplaced quotation mark.
- Well-versed in executive communication and confident in interacting with late-career professionals from fast-paced private sector verticals.
- Experienced with the innovation ecosystem (startups, accelerators, and venture capital).
- Friendly, great on Slack, and passionate about making a dent in the climate challenge.

HOW TO APPLY

Please submit your LinkedIn, your resume and a short video introducing yourself. Your video should include:

- Your “aha!” moment related to climate change
- Why you’re interested in this role
- Your favorite climate company, and why

Please email your application to susan@terra.do by April 28, 2021.