

Terms of Reference (ToR)

Position: Robotics Volunteer

About the Organization

[OLE Nepal](#) is a social benefit organization dedicated to enhancing teaching-learning in schools through the integration of technology and to providing uniform access to quality educational materials across different geographic areas and socio-economic strata.

We are a team of educators, designers, developers, engineers, and innovators working to improve the quality of education in public schools across Nepal through meaningful use of technology and hands-on learning experiences.

Robotics Program Overview

The Robotics Program at Open Learning Exchange Nepal aims to introduce students and teachers to practical STEM education through robotics, programming, electronics, and creative problem-solving.

The program engages schools through workshops, training sessions, robotics challenges, competitions, mentorship, and research-driven learning activities designed to foster:

- Logical thinking
- Creativity and innovation
- Teamwork and collaboration
- Technical and engineering skills
- Confidence in problem-solving

Position Overview

Robotics Volunteer

The Robotics Volunteer will contribute to various aspects of the Robotics Program including facilitation, mentoring, event support, technical experimentation, documentation, outreach, and content development.

This role is designed for individuals who are passionate about education, robotics, engineering, creativity, and community impact. Volunteers may contribute according to their interests, skills, and availability while working closely with the robotics and program teams.

This is an unpaid volunteer opportunity intended for individuals who wish to gain practical experience, contribute to educational transformation, and support STEM learning initiatives for school students.

Key Responsibilities

1. Robotics Facilitation & Mentorship

- Assist in conducting robotics workshops, training sessions, and classroom activities.
- Support teachers and students during robotics learning sessions.
- Mentor school students during projects, competitions, and collaborative activities.
- Encourage creativity, experimentation, and problem-solving among students.
- Help simplify technical concepts for young learners.

2. Event & Competition Support

- Support planning and execution of robotics events, exhibitions, and competitions.
- Assist in registration, logistics coordination, setup, and participant engagement.
- Help manage robotics challenge activities and technical stations.
- Support documentation and reporting of events.

3. Technical & R&D Support

- Assist in building, testing, and troubleshooting robotics systems and prototypes.
- Support Arduino-based experimentation and hardware development.
- Explore low-cost and locally available robotics solutions.
- Help maintain robotics kits, sensors, tools, and equipment.
- Contribute ideas for improving robotics learning activities and challenges.

4. Documentation & Content Development

- Prepare tutorial guides, manuals, presentations, and learning materials.
- Support audio, video, and photo documentation during activities and events.
- Assist in creating educational content related to robotics and STEM learning.
- Contribute to translation and localization of learning resources where applicable.

5. Communication & Outreach

- Support social media storytelling and promotion of robotics activities.
- Share field updates, photos, and success stories with the communications team.
- Assist in community outreach and awareness activities related to STEM education.
- Help identify potential partnerships, collaborators, and supporters for the program.

6. Logistics & Resource Support

- Assist in inventory management and organization of robotics materials.
- Help ensure proper handling and maintenance of robotics equipment.
- Support transportation and setup of materials during school visits and events.

Eligibility & Requirements

We welcome volunteers from diverse backgrounds who are motivated to contribute to educational and social impact initiatives.

Preferred Qualities

- Interest in robotics, STEM, education, engineering, or technology.
- Enthusiasm for working with school students and teachers.
- Curiosity, creativity, and willingness to learn.
- Good communication and teamwork skills.
- Problem-solving mindset and adaptability.
- Ability to take initiative and work collaboratively.

Technical Skills (Optional but Beneficial)

- Arduino programming
- Electronics and sensors
- Robotics assembly and troubleshooting
- Programming or coding experience
- Graphic design, media editing, or content creation
- Documentation and report writing

Formal academic qualifications are not mandatory. Skills, motivation, creativity, and willingness to contribute are valued more than degrees or prior titles.

Volunteer Benefits

Volunteers may receive:

- Volunteer experience certificate
- Recommendation letter based on contribution and performance
- Mentorship and guidance from the robotics team
- Exposure to real-world educational projects and STEM initiatives
- Opportunities to participate in robotics events, workshops, and competitions
- Access to robotics learning resources and lab environments
- Networking opportunities with educators, engineers, and innovators
- Practical experience in facilitation, technical development, and project coordination

- Possibility of future involvement in fellowships, internships, or paid opportunities based on performance and organizational needs

Duration & Commitment

- Flexible volunteering duration based on mutual understanding and project needs.
- Volunteers may contribute part-time, full-time, remotely, during events, or on a project basis depending on availability.
- Field visits to schools and events may be required occasionally.

Working Environment

The Robotics Volunteer will work closely with the Robotics Program team, educators, facilitators, and partner schools in a collaborative and learning-oriented environment.

Volunteers are expected to maintain professionalism, respect, inclusivity, and child-safe behavior while engaging with students, teachers, and communities.

Application Process

Interested individuals are encouraged to submit:

- Short introduction or motivation statement
- Resume/CV (if available)
- Portfolio, GitHub, or examples of relevant work (optional)

Email: jobs@olenepal.org

Subject Line: Application for Robotics Volunteer

To learn more about the organization and ongoing initiatives, please visit:

[OLE Nepal Official Website](#)