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# Concept Note and Request for Support Specialist Presentations for Career Webinar Series



This initiative belongs to [SDG Good Practices](#)

## Table of Contents

INTRODUCTION.....	3
CAREER SERIES PROGRAMME OVERVIEW.....	3
STRUCTURE OF CAREER WEBINARS.....	4
TARGET SECTORS/GROUPS/STAKEHOLDERS.....	5
CALL FOR SPEAKERS – SPECIALIST SUPPORT REQUIRED.....	5
SUBMITTING YOUR EXPRESSION OF INTEREST.....	6
RENUMERATION.....	6
APPENDIX ONE.....	8



## INTRODUCTION

The CARICOM Girls in ICT Partnership has been deeply committed to fostering and promoting growth in the fields of Science, Technology, Engineering, Arts, and Mathematics (STEM/STEAM) with specific focus on women and girls. In 2021, the CARICOM Girls in ICT Partnership was recognized by the United Nations (UN) as a Sustainable Development Goal (SDG) Good Practice Initiative and serves as an example of best practices that can inspire and guide regional organizations in their efforts to implement sustainable development solutions<sup>1</sup>.

The CARICOM Secretariat is the focal point for the partnership and recognizes the urgent need to implement initiatives aimed at promoting participation and inclusion of women and girls in STEM/STEAM careers across the Caribbean Community (CARICOM) and the world.

Early access to careers and the concept of work prepares students for the real world and helps keep them engaged by making the connection between what they're learning in school and why they're learning it.<sup>2</sup>

Evidence gathered across 50 countries showed that as a result of gender segregation by year 10, far fewer girls pursue maths and science. The female students who do not complete advanced-level maths are unlikely to pursue the male-dominated science, technology, engineering, maths (STEM) post-school careers.<sup>3</sup>

As part of the CARICOM Girls in ICT Partnership Action Plan, approved at the Ninety First (91st) Special Meeting of the Council for Trade and Economic Development (COTED) on Information and Communication Technologies (ICT), the career webinar series is a key component of a comprehensive effort to raise awareness of careers in STEM/STEAM among CARICOM youth.

For more information on the CARICOM Girls In ICT Partnership visit: <https://caricom.org/caricom-girls-in-ict-partnership/>

## CAREER SERIES PROGRAMME OVERVIEW

The CARICOM Secretariat, on behalf of the Partnership, is seeking expressions of interest for expert speakers on sectoral topics to support the CARICOM Girls In ICT Partnership Career (preparation and counselling) Webinar Series and which will help CARICOM youth make better, informed career decisions.

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<sup>1</sup> <https://sdgs.un.org/partnerships/caricom-girls-ict-partnership>

<sup>2</sup> <https://learningliftoff.com/should-career-education-begin-earlier-for-kids/>

<sup>3</sup> <https://theconversation.com/getting-in-early-to-avoid-gender-stereotyping-careers-39867>

The theme for the career webinar series “**Empowering Young Women in the Digital Age**” focuses on promoting the empowerment and advancement of young women in the context of the ever-evolving digital landscape. The series will be executed during the period **September to November 2023**, in the first instance.

It is anticipated that the webinar series will be bolstered by the posting of recordings of the webinars, videos , links to career pathway tips and learning exercises on the Caricom.org website and other selected partner websites.

## **STRUCTURE OF CAREER WEBINARS**

The CARICOM Secretariat and the CARICOM Girls In ICT Partnership are organising a series of online career webinars. The intent is to guide young people through the process of choosing a career in ICT or other disciplines.

The Career Webinars are envisaged to be guided by the following:

### Proposed Outline

#### **1. Welcome (5- 10 Minutes)**

- a. Introduction to the webinar topic by the host /chair. (The career webinars will be chaired and/or moderated by a Partnership Committee member)
- b. Greeting participant
- c. Agenda Overview

#### **2. Speaker 1 (10 -15 Minutes)**

- a. Introduction of Keynote Speaker
- b. Speaker’s Interactive Presentation relating to a high-level overview of the theme of the webinar and associated careers and outlook for the future.

#### **3. Subject Matter Expert (15 Minutes)**

- a. Introduction of Guest Speaker
- b. Speaker’s Interactive Presentation relating to the thematic area, experiences and career journey in STEM/STEAM

#### **4. Audience Question and Answer (15 Minutes)**

#### **5. Closing Remarks (5 Minutes)**

### Timing / Sequencing of the Webinars

The webinars series will be conducted between **September and November 2023**, in the first instance

- **It is anticipated that the Launch will take place on Friday September 15<sup>th</sup>, 2023;**
- Thereafter in **September to November 30**, the Partnership will host **weekly** career webinars on **Fridays**;
- The webinars will be aired from Noon ( Eastern Caribbean time ) to 1pm.  
<https://www.utctime.net/ect-time-now>

## TARGET SECTORS/GROUPS/STAKEHOLDERS

The list of primary target groups is provided *below*:

SECTORS / FOCUS GROUPS	
1.	Youth (13-29)
2.	Educators
3.	Parents/Guardians
4.	Persons with Disabilities
5.	ICT Agencies
6.	Ministries, Non-Governmental Organizations
7.	Regional Private Sector Organisations
8.	Regional Governmental Organizations

## CALL FOR SPEAKERS – SPECIALIST SUPPORT REQUIRED

The Partnership Steering Committee is looking for specialists in STEM/STEAM careers to deliver fifteen (15) minute informational presentation on careers (see Appendix 1 for examples ) aligned with one of the following themes:

- *Introduction to STEM/STEAM: to provide an overview of what STEM/STEAM as a discipline entails, careers and available opportunities within the domain.*
- *Women In Tech: to discuss the experiences of women working in technology, including their challenges, successes and advice to girls and other women interested in the field.*
- *Digital Skills for the Future: to explore what digital skills will be in demand in the future of work and how young people can pursue these skills.*
- *Diversity and Inclusion in Tech: to discuss the importance of diversity and inclusion in the technology field, including challenges that exist and how employers can create more equitable and inclusive environments.*
- *Tech for Social Good: to focus on how technology can create positive social change with examples of tech-based projects and initiative.*
- *Building Your Tech Portfolio: to provide tips and advice to youth who are interested in pursuing technology careers, including guidance on building a strong tech portfolio, skills, and networking recommendations.*
- *Cybersecurity and You!: to discuss best practices for interacting in online spaces, including real world examples and resources for navigating cyberspace.*

## **SUBMITTING YOUR EXPRESSION OF INTEREST**

To register your interest in being considered for the Partnership Committee please submit the following documents using the subject line “Expression of interest for the CARICOM Girls in ICT Partnership Webinar Series” to email address: [caricomgictpartnership@caricom.org](mailto:caricomgictpartnership@caricom.org)

**Please submit the following in support of your expression of Interest:**

- 1. Your curriculum vitae; and/or short biography**
- 2. Photograph**
- 3. Short description of the STEM/STEAM area /sector of expertise**

### **Selection of Experts**

Please note that, if selected, participation/presentations will be in a personal capacity. Therefore, please do not use the letterhead or other identification of your employer – unless necessary.

Experts/Speakers selected by the CARICOM Secretariat and the CARICOM Girls in ICT Partnership, will be sent an e-mail confirmation.

## **RENUMERATION**

Experts/presenters will not be remunerated for their services in relation to the CARICOM Girls in ICT Partnership Careers Webinar Series or otherwise. Presentations/participation will be on a purely voluntary basis.



**Thank you in advance for expressing your interest in this critical initiative of the Caribbean Community (CARICOM).**



# APPENDIX ONE

## CAREERS IN STEM/STEAM

The below list of STEM/STEAM careers that could be explored through the Career Webinar Series, this list is not exhaustive and should serve as a guide for your consideration.

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1. **Animator** - uses drawings on paper and other computer devices to create moving animated stories. Animators work closely with programmers (if the animation is 3D), storyboard artists, scriptwriters and other production team members to create fascinating and sometimes award-winning animations or animated advertisements.
2. **App Developer** - understands what is required or desired by specific clients or the general audience and works closely with other Information Technology (IT) professionals to create new applications that perform as intended.
3. **Art Director** - creates a vision and leads a team of artists to produce masterful designs and artwork for animation, video game or app related projects. Art Directors also create and work with a strict timeline and budget to ensure the best results not only for themselves, but for the project as well.
4. **Brand Manager / Specialist** - examines a brand's image and how that brand is performing on the market, creates and executes objectives to aid that brand with growth and interfaces with customers, clients and representatives (through promoting and advertising) to ensure that the brand maintains positive feedback always.
5. **Business Analyst** - evaluates the data and business models of businesses in order to create new models and structures that will improve the operations of the business. They are responsible for bridging the gap between Information Technology (IT) and the business to create a smooth digital flow of data.
6. **Cloud Architect** - is responsible for the creation of safe and secure cloud storage and management of user files and information for millions of users. Cloud Architects also create computing strategies for technology-based businesses and usually work on call to assist with maintenance of said strategies.
7. **Commercial and Industrial Designers** - combine artistic talent with research to design and create products such as cars, phones, appliances and toys.
8. **Computer games developer** - designs and develops scripts, concept art, code and audio to create impressive and interactive video games for various platforms such as PC, Xbox, PlayStation or Mobile.



9. **Computer-generated imagery (CGI) artist** - build hyper-realistic 3D models of environments, objects and people for various uses such as films, anime, advertisements and video games.
10. **Computer Programmer** - Sometimes called a software developer, programmer or coder. Computer programmers design and create software programs, modify/update source-code, analyze algorithms, troubleshoot programs and maintain operating systems in organizations or for clients.
11. **Content Manager/Social Media Manager** - is responsible for the management and publishing of all types of information on their client's social media platforms. The content manager works closely with their client to ensure optimal engagement on all platforms.
12. **Cybersecurity Specialist** - plan and execute security measures to protect organizations from security breaches and attacks on their networks and systems. Cybersecurity work as a part of the IT department to simulate attacks and identify vulnerabilities in the systems to help protect the organization's data.
13. **Data Analyst** - inspects data and organizes solutions to better manage data and identify trends that can be useful for increasing profit for companies.
14. **Data Entry Clerk/Assistant** – He/she uploads and updates data into computer systems that can later be retrieved to create graphs and depict trends or predictions for a client in order to encourage optimal company growth and development.
15. **Digital Strategist** - works with companies to identify unmet goals, opportunities and challenges and create execution plans to meet objectives in all departments and aspects of the business.
16. **Educator** - teaches students how to use computers, computer applications and how to implement creative skills to develop digital arts as well as assembles appropriate learning materials for classes. Educators are the individuals who help greatly with careers such as Programmers, Photographers, Graphic Designers or Developers becoming a reality for youth.
17. **Graphic Designer** - assembles artistic elements using images, typography and/or motion designs to create digital graphics that can be printed or published via social media later on.
18. **Mobile App Developer** - designs and develops apps for mobile devices and to monitor and manage said applications for an optimal user experience.
19. **Public Relations Manager** - create and maintain a favourable public image for their client by interfacing and networking with various groups, brands and even individuals on all platforms to build an ideal, lasting reputation for their client.

20. **SEO Analyst** - identifies and analyzes gaps within a company's website content and implements strategies in order to improve the company's search abilities on the World Wide Web. SEO Analysts make it easier to find that company online thus improving sales and recognition for them.
21. **Surveying and Mapping Technicians** - works outdoors to inspect environments, collect data and create maps of the Earth's surface to assist engineers and cartographers with producing the correct information necessary for mapping and construction work.
22. **Tech Designer** - Makes and produces creative technical designs that will later on be used to produce tangible technical products. Tech Designers work closely with manufacturers to review product designs for items such as phones, laptops, and home appliances cars and may more to ensure that the finished product is of a high quality standard.
23. **Telemedicine Physician** - works remotely with patients utilizing methods such as video calls, text and voice calls to offer medical care, support and guidance from the comfort of their own home. Telemedicine Physicians can write prescriptions and order medications for patients who may not be able to receive health care physically.
24. **User experience developer** - improves the website user experience by designing and developing the look and interactive aspects of websites and apps to create a friendly and impactful user experience.
25. **Virtual Assistant** - specializes in offering administrative services to executives while working remotely via a computer device such as a PC, mobile phone or tablet. These services include scheduling and attending virtual meetings assisting with document creation and management as well as keeping executives up to date on the latest news, trends and tasks. Virtual Assistants can work from the comfort of their own home or anywhere as long as a great Wi-Fi connection is established.

