

ARISS Technical Mentor Job Description



ARISS Technical Mentors act as technical coordinators and are the interface between the ARISS operations team, NASA operations and the school or organization hosting the scheduled contact. Technical Mentors make sure all of the onsite and logistical preparations are in readiness for a successful contact. They serve as the coordinator between NASA operations and the local Ground Support Volunteers who complete all of the arrangements for a scheduled ARISS direct contact. They are relied upon as advisors to the local Ground Support Volunteers. Technical Mentors also communicate with the other ARISS mentors on the international operations team to coordinate ARISS contacts via telebridge stations around the world.

Qualifications

- Amateur radio license and on the air experience operating on Amateur Radio satellites with automatic antenna tracking and Doppler correction
- VHF and UHF experience with station setup as it relates to choice of antennas, feedlines, and connectors
- Reliable access to telephone, e-mail, and Internet
- Time flexibility and commitment to follow through
- Motivation to share the experience of ham radio with youth and adults
- Positive attitude and good interpersonal skills
- Willingness to act as part of a team
- Good communication skills
- Excellent organizational skills, and attention to detail
- Professional demeanor and willingness to represent ARRL and AMSAT
- Membership with ARRL and/or AMSAT

Knowledge of audio distribution and microwave station setup a plus.
Experience as educator, trainer, communicator, or coach a plus.

Description of Position Responsibilities

- Assist school/organization with the choice of direct vs. telebridge.
- If necessary, work with ARRL and AMSAT to locate local ham support.
- Coordinate equipment set-up and operational training for scheduled contacts with local ham radio team/school/organization.
- Serve as point of contact between ARISS ops/scheduling and school/organization.
- Direct educators to ARRL and NASA for educational curriculum support.
- Follow up with schools/organizations post-contact to get surveys and evaluations completed.

Checklist of Tasks

A separate Checklist outlines the details that must be addressed by the ARISS Technical Mentor to assure a successful ISS contact.