

Air Zoo

Date: March 16, 2015

Position Title: Part-Time Science Educator

Supervisor: Education Manager

Status: Part-time; non-exempt

Position Summary: The part-time educator is responsible for delivering exciting, high-quality educational programs to schools, families, and adult groups. This position offers a unique opportunity to practice a wide range of skills; lead innovative, interdisciplinary activities; and connect people of all ages to the STEAM disciplines while delivering educational programs for the Air Zoo. The educator is an energetic, dependable individual who likes working with people and inspiring others to learn about science and is instrumental in strengthening visitors' awareness and appreciation of the Air Zoo. Good public speaking, organizational, and customer service skills required. This is a part-time, hourly, non-exempt position. Scheduling is flexible with select weekdays, evening, overnight, and weekend work required.

RESPONSIBILITIES

Deliver educational programs including school, after-school and outreach programs, summer and holiday camps for families and children, camp-in overnight programs, birthday parties, special event programs and scout badge programs.

- Learn the activity you will be teaching and be able to answer questions about the topic (training provided)
- Set-up classroom and teach educational activities
- Maintain control of the classroom and students
- Actively engage the audience
- Follow the established schedule for the daily events
- Clean classrooms after each program (put away supplies, wash equipment and tables, sweep floors if needed)
- Must be able to carry totes with materials (up to 40 pounds) from place to place
- Deliver exhibit floor education and participate in program development and evaluation as required
- Participate in educational and promotional outreach events
- Make safety a priority

QUALIFICATIONS

- High School Graduate or Equivalent. Some college-level education preferred with an emphasis in Education or Science-related field. Certification and experience teaching in classroom and informal museum settings helpful
- Creative, motivated, and enthusiastic; excellent public presentation skills
- Reliable and punctual; able to multi-task and manage time effectively

- Able to work independently and as part of a close team
- Excellent verbal and writing skills; strong organizational skills
- Willingness to travel to offsite locations
- Computer proficient (Microsoft Office and Outlook)



Incumbent

Date

Supervisor

Date

Human Resources

Date

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.