



Museum Lead Educator for STEAM Programming

Job Description

Recommended Background: Experience in instructional or program development and in teaching STEM topics, preferably to children in grades K-6. Content knowledge in science, engineering, and technology, as well as the design-thinking process.

Reports To: Makery Manager

Position Classification: Part-Time

Hours: ~25 hours per week

Required Attendance: Monday 9:15 - 3:15 PM - Planning and Field Trip hours
Tuesday - Friday 1:30 - 5:30 - Programs
Some Sundays 12:30 - 5:30 - Programs

Pay Rate: Hourly - based on experience and skills

Start Date: Preferably mid-August, but flexible for the right candidate

Position Overview:

Kidzu's Museum Lead Educators are responsible for creating and facilitating weekly educational programs to supplement our learning environment as a part of the Makery team. All museum educators must demonstrate a commitment to Kidzu's mission and the philosophy of play-based, experiential learning. The STEAM educator must have a passion for tinkering and DIY, wonder "how things work", and strive to inspire the next generation of inventors and creators. He or she will have excellent communication, presentation, multitasking, and organizational skills.

Hours will vary, but may include some evenings and weekends. Educators must have a reliable form of transportation for off-site community STEAM events. In addition, educators are asked to attend program planning meetings to ensure program plans and implementation align with our museum-wide goals and initiatives.

Essential Duties and Responsibilities May Include:

Develop curriculum surrounding a variety of STEM-related topics. With the support of the Makery Fellows, facilitate afternoon STEM enrichment programs within our museum. Manage supplies, procedures, and evaluations for these programs and ensure that the program area is

cleaned up and supplies are put away or discarded. Report any challenges, concerns, or issues to the manager for guidance.

Support Kidzu's methods of preparation, program management, and engagement in an informal experiential learning environment. Demonstrate strong ability in time management and attention to detail. Facilitate activities and general making with an approach that is tailored to a visitor's ability, interest level, and knowledge. Act as a mentor, leader, and role model for volunteers, interns, Makery Fellows, and visitors. Be innovative, creative, and energetic.

Maintain a positive and helpful attitude when handling challenges and provide excellent customer service and care. Display awareness and sensitivity when interacting with diverse populations. Engage effectively with children and the adults that care for them by exemplifying curiosity and infectious enthusiasm for learning through exploration and play. Display a passion for helping others and an interest in sharing your expertise to inspire young visitors.

Arrive on time and prepared for scheduled shifts, including some off-site events. Immediately set up program area and supplies. Greet visitors with safety rules and policies when they enter the Makery. Abide by all staff policies and help visitors maintain visitor policies. Answer any questions and provide supplies for visitors. Maintain a calm, purposeful, free-flowing environment. Maintain a safe environment, defined by Kidzu as a space that is inviting, clean, accessible, age appropriate, and minimizes potential harm. Notify a manager of any accidents or incidents. Document the progress of the Makery and "STEAM'd UP" programming with photos of children whose adult has filled out the photo release form. Document the daily attendance and utilize other evaluation tools as appropriate.

Work with community partners, university students, and professors to bring their expertise to the visitors and staff in the Makery. Draw on past experience and expertise to discuss and help to finalize monthly themes and activities as part of the program planning team. Plan, prepare, facilitate, and evaluate a weekly program based on monthly overarching and weekly specific themes.

Perform all other duties as assigned.

**Send cover letter, resume, references, and examples of your work to
Jarrett Grimm: grimm@kidzuchildrensmuseum.org**