

Job Title: Early Childhood Museum Educator
Temporary Position: January 1 - May 15, 2019
FLSA Status: Non-Exempt
Hours: Part-Time. 15-29 hours per week
Programming typically occurs M-T 8:30AM to 2:30PM
Scheduling is flexible and times may vary

SUMMARY: The Early Childhood Museum Educator ensures the Museum routinely provides fun and educational programs for pre-k learners through a sponsored program relating to the Museum's temporary exhibition - ***Expedition: Dinosaur***. Roles include organization and delivery of programs including full class instruction, developing post visit evaluations and working with volunteers and Museum staff to improve public engagement and utilization of the Museum's Collections and resources. This position directly reports to the Director of Education.

RESPONSIBILITIES AND DUTIES include the following. Other duties may be assigned:

- Deliver education programs to sponsored early childhood classes from Grand Rapids Public Schools with a focus on the Museum's temporary exhibit - ***Expedition: Dinosaur***
- Lead classes of 13-16 students in complementary dinosaur related programming utilizing the Museum's permanent exhibit - ***F is for Fossils***, education artifacts and hands on activities.
- Work with Museum staff to evaluate and adapt programming as necessary.
- Organize supplies and program materials, conduct action research, and assist in developing post visit evaluations.

REQUIRED QUALIFICATIONS AND EDUCATION:

- Bachelor's degree in Education, Early Childhood, Reading, Language Arts, Social Studies, Science or coursework towards degree with related experience with children, and/or any equivalent combination of training and experience
- Capacity to align programs and lessons with National, State, and local content standards
- Strong communication and organizational skills
- Demonstrated expertise in oral presentations and multi-sensory program delivery
- Passion for educating community members in support of the mission and vision of the GRPM
- Capacity to work independently and within teams to accomplish institutional goals
- Valid Michigan Driver's License

PREFERRED QUALIFICATIONS AND EDUCATION:

- Demonstrated experience in place-based education, design-thinking, and/or material culture studies
- experience working with early childhood students and teachers.
- Expertise in informal learning environments including Museums, Nature Centers, Zoos, and Parks
- Experience with Universal Design for Learning best practices
- Experience working in a Museum or similar cultural institution



- Experience working with Museum collections including appropriate care and handling of artifacts

PHYSICAL DEMANDS: Bending, climbing, reaching and lifting up to 30 pounds or more. The ability to stand, walk, and use stairs for extended periods (approximately 6 hours per day).

WORK ENVIRONMENT: Professional, creative setting with friendly public interaction