

# Museum of Discovery

## Part-time Weekend Educator



**Job Summary:** Have a desire to entertain and educate people of all ages through floor demonstrations, birthday parties, interactions with families and more. We are looking for a lifelong learner who enjoys sharing their knowledge with people and is eager to grow as a museum employee. Must be able to relate to and engage a variety of audiences. As a representative of the Museum, premium customer service is required at all times when interacting with patrons.

**Department:** Program Department

**Reports to:** Weekend Program Manager

**Education:** In pursuit of or have obtained a bachelor's degree in biology, zoology, chemistry, physics, engineering, theater, science education or related field.

**Experience/Skills:** Interpersonal skills and a high level of initiative are a must. Performance or organizational skills are a plus.

### **Workplace Values:**

We are looking for applicants who line up with and exemplify our company values:

- Imagination – We are dedicated to providing an experience that fosters imagination and ignites passion.
- Growth – We are passionate about training our employees and recognizing the uniqueness of everyone.
- Neighborly – We strive for positive relationships, where everyone does their part to make them successful.
- Integrity – We adhere to the highest moral and ethical standards in all that we say and do.
- Teamwork – We are a diverse but unified team, working together to achieve excellence in all that we do.
- Embracing Change – We are always open to new ways to improve employee engagement.

### **Special Skills:**

- Portrays an infectious enthusiasm and positive energy with visitors.
- Has an approachable personality when on the museum floor.
- Creative mind that seeks new information and knowledge to expand their understanding of the world.
- Charismatic entertainment skills; can carry an audience with confidence; can present a wide variety of content to all ages.
- Be comfortable and knowledgeable around animals and flammable chemicals.
- Strong written and verbal communication skills.
- Attention to detail, especially when it comes to cleaning up after events and activities.
- Ability to work with a team as well as alone.

**Job Responsibilities:**

- Present floor shows & educational programs.
- Prepare, host and clean up birthday parties.
- Maintain a positive attitude while on the floor and interacting with visitors.
- Maintain floor demo, birthday party and activity supplies, props, etc.
- Keep storage areas in order.
- Coordinate/assist with special events, mini-events, and special programming.
- Provide assistance and backup during other museum events.
- Willing to work some evening events.
- General cleaning and tidying duties.
- Other duties as assigned.

Please send your resume, a cover letter and three references to [kcowan@museumofdiscovery.org](mailto:kcowan@museumofdiscovery.org) or by mail to: **(no phone calls please)**

Kelsi Cowan

Museum of Discovery

500 President Clinton Avenue, Suite 150

Little Rock, AR 72201