

Part-time Educator Job Description



Job Summary: Being a part-time Educator at the Museum of Discovery means being part of a dynamic team that goes the extra mile to provide exceptional educational experiences! Part-time museum educators must have a strong work ethic, positive attitude, and experience in delivering superior guest service. Responsibilities may include guest engagement in the museum galleries, presenting science demonstrations, facilitating hands-on activities, presenting live theater shows, hosting birthday parties, supporting school field trips and special events, early-childhood-focused programs, and offsite outreach.

Availability: Part-time schedules depend on seasonal workloads and educator availability but typically average 10-20 hours a week, primarily on the weekends. Part-time educators must have a minimum availability during holidays and special museum events.

Education: Working toward a degree in a STEAM (Science, Technology, Engineering, Arts, Math) discipline, theater, education, or a related field is beneficial, but not required. Relevant experience in guest service and presentation skills are a plus.

Special Skills and Personal Attributes:

- Maintains enthusiasm and positive energy, especially during busy situations.
- Has an approachable personality.
- Excellent verbal and written communication skills and practical interpersonal skills.
- Ability to organize time effectively and manage multiple tasks simultaneously.
- Proficient in the use of Google Documents and Microsoft Office applications
- Independent, self-directed learner with an intense curiosity and passion for learning, with an excitement for new challenges.
- Creative problem-solver.
- Ability to build and maintain confidentiality.
- Valid driver's license, current auto insurance, and reliable personal transportation required.

Job Responsibilities:

- Providing exceptional guest experiences, presenting demonstrations, engaging guests in facilitated activities, presenting live theater shows for guests, managing birthday parties, and assisting with school groups, special events, early-childhood focused programs, and outreach.

- Ensure safety procedures are always followed.
- Interact with guests on the museum floor and facilitate proper use of exhibits.

The responsibilities listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The Museum reserves the right to revise or change position duties and responsibilities as necessary to accommodate changing organizational needs.

To apply send a cover letter, resume, and three references to Carly Cate
ccate@museumofdiscovery.org