

- Position:** Museum Educator
- Reports to:** Museum Education Coordinator
- Status:** Part-time
- Schedule:** 12-30 hours/week. Variable schedule including regular business hours and Saturday/Sunday and some evening availability is required.
- Compensation:** Starting at \$16/hour
- Objective:** Engage with museum visitors to create an inspiring environment to learn and explore. Enforce the museum's safety rules and policies to ensure a safe environment for visitors, volunteers, and staff.
- Requirements:** The ideal candidate will be excited to be a part of a team, willing to learn new skills, and flexible when it comes to changing priorities throughout the day. Candidates should have excellent customer service with the ability to interact with and engage museum visitors of all ages, abilities, and backgrounds. Coursework and/or passion for science education is preferred. Effective communication with leaders and coworkers, including radio communication, is key to success in this role. Candidates should be self-motivated to complete tasks, enhance visitor experience, and participate in activities and events. Comfort with public speaking and presentation is preferred. Must be able to lift, scoot, push and pull 50 pounds, with or without reasonable accommodation alone and up to 100 pounds in tandem.
- A high school diploma or equivalent is required. Candidates seeking higher education (bachelor's or graduate degree) are preferred, particularly in STEM fields.
- A pre-employment background check and drug screening are required.
- Environment:** The working environment is primarily indoors but may require occasional work outdoors. Must be able to work approximately 80% of each shift on your feet, walking about the museum.
- Job functions:** The duties and functions of this position include, but are not limited to:
- Engage museum visitors with programming and in exhibits.
 - Ask and answer questions that help visitors discover exciting information about the museum and the world around them.
 - Direct visitors of all ages to key parts of the museum, exhibitions, restrooms, and other facilities with a polite, welcoming and service-oriented approach.
 - Facilitate educational programs for a variety of audiences: young learners, school-aged children, and adults.
 - Present scientific demonstrations on stage using public speaking skills, following safety procedures, and cleaning up as needed.
 - Facilitate school field trips by teaching labs, helping move school group into and through the museum, performing science demonstrations, and organizing supplies needed for programs and activities.
 - Help train and lead volunteers and interns in museum activities.
 - Facilitate and act as liaison for birthday parties held at the museum including leading science-based birthday activities. Provide clean-up and facilitation of transition to next event.
 - Organize supplies needed for daily museum activities, birthday parties, demonstrations, and exhibits. Alert supervisor to low supplies in a timely manner.

- Assist with special events including setup and tear down which may require manual labor and/or heavy lifting; moving exhibits, moving standard and temporary furniture, and assisting with decorations.
- Assist during emergencies, directing parents, children and staff members to appropriate resources and personnel.
- Assure cleanliness and safety to create an inspiring, safe environment to learn and explore.
- Perform other duties as assigned by the Museum Education Coordinator or Chief Operating Officer.

The Terry Lee Wells Nevada Discovery Museum (The Discovery) is an Equal Opportunity Employer and is committed to ensure that all employees and applicants receive equal consideration and treatment, regardless of race, color, creed, gender (including gender identity or gender expression), religion, marital or domestic partner status, age, national origin or ancestry, physical, mental or medical disability, sex, sexual orientation, citizenship, military service status, veteran status, or any other characteristic protected by state or federal law or local ordinance. The Discovery is a drug-free workplace.

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