



EDUCATION FACILITATOR

Reports To:	Education Manager	Department:	Education
Direct Reports:	None	Division:	Visitor Services
FLSA Status:	Hourly Non-Exempt	Pay:	\$14/ hour
Expansion / Grant:	No	Effective Date:	TBD
Status:	Part Time	Hours / Week:	Up to 20 hrs.

Position Summary:

The Sacramento Children's Museum seeks an Education Facilitator to plan and oversee Museum programming.

Education Facilitators are responsible for developing educational programming and materials that align with the Museum's standards, goals, and values. Additionally, Facilitators are expected to facilitate activities and programs throughout the day while maintaining the highest standards of friendly, helpful, and responsive visitor service at all times. A qualified candidate should be experienced, creative, and enthusiastic about working with young children and their families.

Essential Functions:

- Create, develop, and facilitate educational programming, which includes — but is not limited to — science and art classes;
- Conducting school programming, on-site field trips and off-site
- Positively engage and interact with children through play in the Museum's various exhibits;
- Assist in planning hands-on activities for Museum special events and community outreach events;
- Collaborate with management and staff to ensure educational programming meets the expectations of the Museum's goals and agendas;
- Assist visitors in the Museum by providing pertinent information regarding exhibits, programs, and services;
- Maintain Museum floor and exhibits;
- Communicate well with visitors. Remain polite, courteous and helpful;
- Be a strong team player with a proactive attitude;
- Consistently work in a positive and cooperative manner with all SCM staff;
- Complete assignments in a timely manner and within Museum's standards; and
- Perform other duties as assigned.

Minimum Qualifications:

- Demonstrated experience working with children ages 0-8 in classrooms, recreational settings, and/or afterschool programs;
- Currently enrolled in or have already graduated with a degree in Early Childhood Education, Child Development, Teaching Credential, or equivalent;
- Must be flexible with work schedule including weekends, holidays, and evenings;
- Expertise in science education for early learners is highly desirable;
- Excellent communication skills and ability to interact positively with children, adults, and large groups from diverse backgrounds;
- Must have the ability to remain calm, be flexible, and foster positive social skills;
- Bilingual skills preferred; and
- Must be able to lift 20 lbs.

To apply, please forward your resume and cover letter in a Microsoft Word or PDF attachment to info@sackids.org with "Education Facilitator" in the subject line.

Sacramento Children's Museum is an Equal Opportunity Employer.