



Position Description

EDUCATION FACILITATOR

Reports To:	Director of Education	Department:	Education
Direct Reports:	None	Division:	
FLSA Status:	Hourly Non -Exempt	Pay	\$13.50/hour
Expansion / Grant:	No	Effective Date:	TBD
Status:	Part Time	Hours / Week:	Up to 28 hrs.

Position Summary:

Sacramento Children's Museum seeks an Education Facilitator to plan and teach in-house Museum educational programming, and to assist with the Van Go! Mobile Museum school outreach program.

Education Facilitators are responsible for developing and facilitating educational programs for children ages birth-8 that align with the Museum's standards, goals, and values. This position will be the lead educator for Science Sunday classes. Additionally, Education Facilitators are expected to work on the Museum floor and help deliver interactive, enrichment programs off-site at schools and libraries.

A qualified candidate should have a strong teaching background and be creative, reliable, and enthusiastic about working with young children and their families.

Essential Functions:

- Develop curriculum for and teach weekly Science Sunday classes;
- Manage preparation and purchasing of Science Sunday materials within budget;
- Assist the School Outreach Coordinator with Van Go! Mobile Museum activities off-site. Help set up, clean up, and facilitate small-group activities for students in Grades Preschool-2;
- May be trained to teach other in-house Museum educational programming, which includes - but is not limited to - Story Time, art, music, STEM, and cultural classes;
- Collaborate with management to ensure educational programming meets the expectations of the Museum's goals and agendas;
- Positively engage and interact with children through play in the Museum's various exhibits;
- Assist visitors in the Museum by providing pertinent information regarding exhibits, programs, and services. Remain polite, courteous, and helpful;
- Maintain Museum floor and exhibits;
- Enforce Museum policies and safety rules in all exhibit areas;
- Perform Museum opening and/or closing procedures;
- 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 teaching experience 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 able to work Sundays;
- Must have early morning weekday availability and 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 30 lbs.

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

Sacramento Children's Museum is an Equal Opportunity Employer.