



Museum Educator

Summary: The museum educator is responsible for developing, implementing and teaching CMON educational programs for children within age range 0-10 and their families. These education programs happen in the museum and in the community. The Museum Educator is responsible for developing creative, unique, hands-on, inquiry-based programs and curricula that serve a diverse community.

This full-time position (40 hours per week) is Monday through Friday, with occasional evening and weekend hours. This is a year-round position, including summers.

Reports to: Museum Education Manager

Major Duties

Museum Programs

- Develops, implements, teaches, and evaluates a variety of interdisciplinary programs supporting the CMON mission.
 - **Onsite Programs-** These programs include, but are not limited to, preschool workshops, daily programs, homeschool programs, science workshops, field trips at the museum, camps, and other special museum events.
 - **Outreach and Community Programs-** These programs include, but are not limited to, preschool lessons, community events, and day and occasional evening and weekend school programs.
- Collaborates with programs staff on classroom management, teaching practices, and designated subject matter.
- Collaborates with museum staff to ensure that all museum programs are accessible for children with special needs and their families.
- Develops, implements, teaches, and evaluates a variety of interdisciplinary programs for children based on the museum's exhibits.
- Assists in short and long-term planning of museum wide programs, themes, and events.
- Develops, implements, teaches, and evaluates lessons and pop-up activities specific to the creative arts (dance, music, movement, drama, etc.).
- Attends weekday, evening, and weekend outreach events at area schools and community venues a minimum of two times per month.
- Coordinates with the Museum Education Manager to maintain budget spending and record keeping.
- Trains other education team members, museum departments, and volunteers on new and existing programs, pop ups and storytimes.
- Cultivates partnership opportunities with local/regional community organizations to maximize resources and enhance program offerings.
- Collaborates with other museum departments to enhance programs including marketing and advancement, exhibits, facilities, and the visitor experience team.
- Provides museum-wide team support during special events, festivals, and fundraisers.
- Developing, implementing, and teaching camps while children are out of school including fall, winter, spring, and summer breaks.

- Collaboration with new Early Learning Center staff and museum education programming.

Qualifications

- Bachelor's degree in education or related field is required
- Experience with teaching children ages 0-10
- Experience with educational program development
- Experience and comfort in teaching the Creative Arts (dance, music, movement, drama, etc.)
- Must be outgoing, self-motivated, and enjoy working with early childhood ages and their families.
- Must be comfortable interacting with families within exhibits and developing video content for marketing purposes.
- Excellent organizational skills while managing several projects at the same time
- Excellent oral and written communication skills
- Ability to work well with others and maintain professional positive manners using tact, initiative, good judgment and confidentiality
- Ability to work with people of all ages
- Ability to work independently with minimal supervision
- Proficient in using the Microsoft Office Suite software, internet, and email
- Must be able to work flexible hours, including evenings, holidays, and/or weekends
- Must pass a background check and be fingerprinted
- Must have a clean driving record and proof of insurance as this position travels very frequently to partnering sites in a company vehicle
- Must be able to lift 35 lbs

Working Conditions:

- Interactive Museum environment
- Moderate amount of local travel
- Constant interaction with the public- especially ages 0-10 and adults
- Limited exposure to environmental hazards that may arise through normal tasks in this position

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.

To Apply:

To apply, please send a resume, cover letter, contact information for three references, salary requirements, and an original lesson plan to hrjobs@cmon.org or mail to Golisano Children's Museum of Naples, Attn: Human Resources, 15080 Livingston Rd, Naples, FL 34109.

Please note the lesson plan should be for a program approximately 30-45 minutes in length, focusing on one of the Museum's exhibits. Please specify the age range the lesson is appropriate for clearly on the document. Applications submitted without the lesson plan will not be considered.

All applicants for open positions will receive acknowledgement upon receipt of resume.

Please, no phone calls.

CMON is an Equal Opportunity Employer (EOE) in compliance with all Federal, Florida State and local ordinances, including Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Vietnam Era Veterans Readjustment Assistance Act of 1974, the Americans with Disabilities Act of 1990, and the Genetic Information Nondiscrimination Act of 2008.

It is CMON's mission to create an exciting, inspiring environment where children and their families play, learn and dream together.