



JOB DESCRIPTION

POSITION/TITLE: Assistant Educator

DEPARTMENT: Education

SUPERVISOR: After School Program Manager

FULL TIME/PART TIME: Part Time

EXEMPT/NON-EXEMPT: Non-Exempt

Brooklyn Children's Museum is seeking creative and motivated individuals for the role of Assistant Educator in our After School Program at PS 189 in Brooklyn. The program operates from 2:00pm to 6:00pm Monday through Friday with additional hours on holidays when school is not in session. Candidates should have a passion for curriculum development and working with children grades K-5. For more information please email After School Program Manager Kwame Brandt-Pierce at kbpierce@brooklynkids.org.

RESPONSIBILITIES

- Maintains a strong commitment to welcoming, encouraging, educating, and engaging with youth of all ages and families of all types
- Facilitates educational programs utilizing Brooklyn Children's Museum's collection and interactive exhibitions: activities include planning, development, and facilitation of school, after school, public, and outreach programs; design of curriculum and educational multi-media materials; and assistance with community/school collaborations
- Participates in the Education Department as an active member to assess and plan for audience needs including program development and evaluation
- Attends museum trainings and other professional development opportunities
- Helps to maintain the Museum's activity and exhibit spaces
- Submits program evaluations
- Participates in relevant professional activities to maintain an awareness of current practices and issues in art, science and museum education fields
- Other Education Department and Museum-wide responsibilities as needed

REQUIREMENTS

- B.A. in Education, Museum Studies, Child Development, or related field
- One to three years of experience in education or museum education setting
- Experience working with children ages 0 – 8 and their caregivers with patience and understanding
- Exemplary verbal and written communication
- Interest or experience in object/inquiry based learning preferred
- Experience developing and delivering programs related to multicultural themes and art preferred
- Experience writing lesson plans and conducting research and evaluations preferred
- Ability and desire to interact with youth and families; familiarity and passion for working with children of all abilities
- Ability to work collaboratively and independently
- Warmth, positive energy, and a sincere love of working with youth and their families
- Flexible and passionate about working with youth
- Knowledge of Brooklyn
- Proficient with Macs, PCs, Microsoft Office, Google Apps, and Dropbox

SCHEDULE

Up to 28 hours a week depending on program needs.

ABOUT BROOKLYN CHILDREN'S MUSEUM

Brooklyn Children's Museum (www.brooklynkids.org) is the world's first children's museum and a pioneer in the field of informal learning. Rooted in its vibrant Brooklyn community, the Museum's mission is to provide inspiring first cultural experiences to children and their families, with the goal of setting them on a path to life-long appreciation of culture, including visual art, performance, and sciences. The Museum serves 250,000 children and adults annually through its school, public, and after school programs.