**Summary Position Statement**

Under the general direction of the Education Manager, the STEM Educator executes and facilitates education programs with a focus on afterschool outreach programs Tuesday - Thursday. The part-time STEM Educator may also assist in curriculum development and compilation, as well as program organization, implementation, and evaluation. Lastly, this person will contribute feedback toward programmatic goals, program effectiveness, content quality, and general delivery of informal science programs. This position must work effectively as a team member to provide students with a quality, meaningful, and engaging experience and provide fellow educators with effective and intentional communication and support.

**Essential Duties and Responsibilities**

A. **Outreach and Education Programs**
   - Execute and assist with a variety of education programs in the Powerhouse. This position will focus primarily on afterschool elementary and middle school educational programs, but may also be asked to assist with education in 5th day (Friday) programming, field trips, and other outreach programs. The STEM Educator may be asked to assist with gathering materials, collecting statistics, working within a limited budget, and coordinating with the marketing director to effectively promote the program.
   - Along with teaching STEM outreach, this position may involve
     - creating new and unique curriculum for Powerhouse education programs as needed.
     - collaborating with the Education Department to develop and implement evaluation strategies to accurately track, document, and measure program effectiveness; recommend programmatic changes as needed.

B. **General Departmental Duties**
   - Collaborate with education team members to organize and monitor departmental teaching materials, replenishing materials when needed, assess adequate and safe storage of materials, props and supplies
   - Assist Education Department staff with miscellaneous tasks as needed.

**Traits and Characteristics of Successful Candidate**

Leading candidates will embrace the mission of the Powerhouse and invest themselves in its vision and goals. The STEM Educator will work in a fast-paced, non-profit science center world and will therefore need to be flexible, amiable, demonstrate self-initiative, foster good time management skills, and have an open mind. The successful candidate will be an outstanding communicator who encourages collaboration, coordination, and integration between and among museum departments, community interests, and individuals. The successful candidate must possess a sense of departmental cohesiveness, demonstrate sound judgment, and have a good sense of humor and a high level of energy. And of course, love working with children!
Knowledge/Skills/Abilities:

- **Communication** - Must have excellent written and oral communication skills with ability to develop and deliver dynamic, engaging lessons to diverse audiences of all ages in a positive, rewarding manner. Can communicate with students, families, and school staff.
- **Entrepreneurial** - Proficiency in or willing to learn science concepts. Willing to learn from mistakes.
- **Community Relations** - Must establish sound relationships with community members to promote and foster collaborative relationships.
- **Teamwork** - Must be a professional, responsible, reliable, and motivated team player with strong interpersonal and organizational skills.
- **Judgment** - Exercise discretion and sound independent judgment.
- **Multi-Tasking** - Must work under pressure in a fast-paced environment, prioritize multiple competing tasks and demands and seek supervisory assistance as appropriate.
- **Emergencies** - Must assist patrons in the event of emergency.
- **Fitness** - Physical ability to lift up to 50 lbs.
- **Must have access to a vehicle to use for transportation to and from outreach locations** (mileage for educational purposes is reimbursed at the federal rate).
- Comfortable and competent working with potentially noxious/hazardous chemicals.
- Experience with children preferrable: Ability to work with ages 3-15 years-old.

Qualifications:

- Bachelor's degree in education or science-related field preferred.
- Minimum of one year of teaching experience, science laboratory or field work experience preferred.
- Working knowledge of Google Suite, Internet navigation and research required.
- Basic understanding of human development, learning styles and multi-sensory teaching techniques preferred.
- Experience working with science laboratory chemicals preferred.
- Since this is primarily an afterschool educator position, we ask that educators are available **Tuesday - Thursday from 1:00pm - 6:00pm** (additional weekly hours are more variable).

Employee Expectations:

As a Powerhouse Science Center employee, the incumbent is expected to model the following traits:

- Foster and maintain open communication and collaboration and actively engage in the exchange of ideas and maintaining constructive relationships.
- Maintain flexibility and an open mind.
- Initiative and creativity in all aspects of the position.
- Lead by example, maintaining a high standard of professional ethics and conduct at all times.
- Treat everyone with dignity and respect at all times.
- Support and uphold the policies, procedures of the Powerhouse as directed by the Director of Education, the Executive Director and Board of Directors.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required.