PART-TIME OUTREACH EDUCATOR

The Springfield Museums is currently seeking candidates for a part-time Museum on the Go! Outreach Educator. The Outreach Educator will work as part of the Museums’ Education Department. The primary responsibilities include teaching hands-on interdisciplinary history, literacy, and science outreach programs in schools, libraries and other educational settings throughout Western Massachusetts and Northern Connecticut. The selected candidate must also be willing to develop and teach virtual programming as needed. Ideal candidates must have a passion for Early Elementary, Middle and High School education and be interested in growing the Museums on the Go! outreach program.

The essential functions of the position include but are not limited to the following:

- Conduct Museums on the Go! programming on topics such as the Holocaust, live reptiles, physical science, Dr. Seuss and other history, literacy, and science related topics.
- Independently command the attention of 10-35 Pre-K through Middle and High School students for up to an hour through hands-on educational programming.
- Prepare and organize materials for activities, and programs based on the curriculum.
- Develop and update educational outreach programming as needed.
- Cultivate and maintain community contacts to grow the Museums on the Go! outreach program in a variety of settings.
- Assist in scheduling outreach bookings.
- Perform additional outreach projects as assigned, such as visit schools, conferences, and other events to market educational museum programming.
- Track attendance statistics and teacher feedback for applicable programs, continually assess the success of programs and associated activities.
- Assist with other Education Department programs and special events as needed.
- Represent the Springfield Museums at occasional weekend and evening community events.
- Keep abreast of current museum-wide publications, press releases and initiatives.
- Perform similar duties and responsibilities as requested by the Education Department.

Qualifications:
An Associate’s degree in Education, Science, History, or a related field is required; a Bachelor’s degree is preferred, along with experience teaching children and young adults in an educational setting. The ideal candidate must be a mature individual aware of historical topics that deal with sensitive subjects such as prejudice and discrimination as they will present a Holocaust program. The ideal candidate is independently motivated, thrives in a collaborative work environment, and possess exceptional interpersonal, administrative, and organizational skills. Must be comfortable handling live reptiles. A valid driver’s license, a clean driving record, and a reliable vehicle are also required. This position requires daytime travel, working with animals and lifting up to 30lbs. This position is part-time, up to 7-10 hours per week, and requires flexible availability Monday through Friday 9-2 with some weekends and evenings as needed. The selected candidate must pass a CORI check. The rate for this position is $15.25 per hour.

Please send a cover letter and resume by August 15, 2022 to: kmerrill@springfieldmuseums.org. No phone calls please.
The Springfield Museums is an equal opportunity employer. We are committed to diversity and building an inclusive environment for people of all backgrounds and ages. All qualified candidates will be considered without regard to race, sex, sexual orientation, gender identity, religion, disability status or any other protected area. We especially encourage members of traditionally underrepresented communities to apply.