



Position Description

Title: STEAM Educator (Arts Emphasis)

Reports to: Director of Museum Education and Operations

Summary: Under the direction of the Director of Museum Education and Operations, the STEAM Educator will develop and teach Discovery Gateway STEAM programming. Utilizing the current Discovery Gateway fiscal year annual plan as a guide, the STEAM Educator will create an innovative children's STEAM program for museum visitors to explore. STEAM programming will provide inquiry-based experiments and experiences that encourage curiosity and exploration of the sciences, as well as the **creative, artistic and cultural elements of the arts**. The STEAM Educator will act as the on-site specialist in the field of science, technology, engineering, **arts**, and math education, encouraging a greater understanding of the connections appreciation and comfort level of these disciplines. Must be pro-active, show initiative, work independently and as a team.

Employment Classification: Full-time, non-exempt

Salary: \$10-\$12 per hour. A typical work week schedule will be Tuesday through Saturday with some holiday and evening work required.

Areas of Responsibility:

Workshops

Define and implement family-oriented STEAM experiences where content, development of skills, techniques, and STEAM learning are an integral part of the educational experience. Experiences will take place on the museum floor and in the STEAM Lab, utilizing the STEAM Studio Exhibit Gallery as a link to workshop experiences. Ensure environments are clean, organized and materials are kept in good repair.

- Friday and Saturday workshops are required. Additional night and weekend work may be required.
- Plan, budget, set, and meet or exceed earned revenue goals as they pertain to the STEAM program.
- Use the STEAM concepts as a foundation for workshop classes.
- Develop and teach a parent-child collaborative workshop each quarter in which information is given to parents about ways they can incorporate **the arts** at home.

Museum Collaboration

- Actively participate in all Educational Program planning and department meetings.



- Work closely with Development and Marketing on future and current grants and promotions including grant evaluation.
- Collaborate with Development on programmatic sections of grant potential applications and evaluations upon completion of grants. Work with Development on grant submission and fulfillment including end of grant period grant evaluation.
- Keep accurate records including samples of work, photographs, evaluation data, and attendance. This data is to be reported once a week.
- Collaborate with other departments on STEAM related exhibits, under the direction of the Director of Museum Education and Operations, including teaching STEAM related experiences relating to exhibit. Works on the museum floor in galleries daily, presenting programs.
- Work with Marketing to schedule and advertise STEAM programming to increase awareness of the impact that deeper STEAM experiences can have on a child's comfort level with STEAM. May include preparing demonstrations for live TV presentations.

Planning and Execution:

- Develop and execute innovative inquiry-based STEAM experiences that align with the Discovery Gateway mission.
- Add all STEAM information to the master reservations calendar five days prior to the start of the new month.
- Post current calendars and signage at the information Desk and workshops spaces weekly and ensure all special signage is created and posted.
- Actively participate in and contribute to all Education meetings and Discovery Gateway special events, including acting as a project leader on special program days as assigned.
- Photo document STEAM workshops and experiences.
- Prepare and have available, if possible and appropriate, samples of experiences on display at the Information Desk prior to the museum opening.
- Professionally articulate the educational value of STEAM programming and how it supports the DG Mission and will increase participants' knowledge of STEAM at daily ops meetings.
- Maintain a minimum of 90% workshop attendance and a minimum of 90% of participants will rate workshop experience as Very Good/Excellent.

Community Collaboration

- Act as a liaison between the museum community and the **arts** community to build active, positive working partnerships and collaborations.
- Work closely with a minimum of one community Arts partner per quarter.
- Secure and work with one visiting **Artist** per year.

Financial:

- Manage the on-site Arts education expense budget.
- Manage current grants, fulfilling STEAM (Arts) programs funded through grants.
- Submitting all invoices, receipts with accompanying paperwork to accounting as required.



- Attend at least one professional development workshop, training, or seminar relevant to Arts programming per year.
- Attend all Discovery Gateway All Staff Meetings and Department Meetings.

Qualifications:

- Ideal candidates will have a Bachelors' degree in the field of Education, Arts, Humanities, Technology, Engineering, Math, Science; proof of degree via transcripts will be required.
- Minimum of three years' experience as an educator and teaching STEM related programming in a school, museum or other education setting.

Working Conditions:

- Ability to cope with the stress of a fast-paced work environment. Especially on special event days and the ability to work with the public.
- Works independently with minimal guidance and as a team player.
- Ability to work more than a 40-hour week with irregular work hours as assigned.
- Ability to walk, stand, and sit (including on the floor) for long periods of time.
- Must be able to lift and carry supplies weighing at least 30 pounds.
- Ability to stand or sit while maintaining alertness for several hours at a time.
- Position requires bending, leaning, kneeling, twisting, and walking.
- Ability to speak concisely and effectively communicate needs.
- Visual and auditory ability to respond to critical situations and physical ability to act swiftly in an emergency.
- Ability to view data on a computer and/or on paper for short periods of time.