

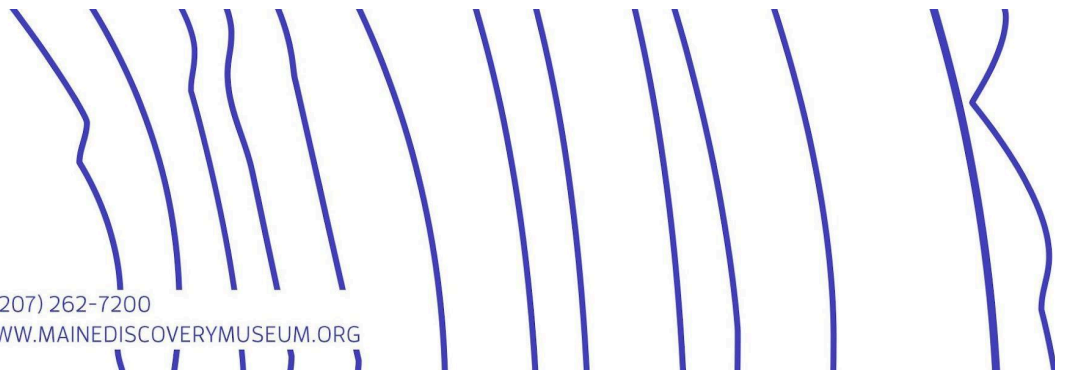
## Secondary Camp Educator & Traveling Outreach Educator

### **Position Overview**

Maine Discovery Museum (MDM) Educators are energetic, kind, patient, creative, and organized team players with a strong commitment to delivering the highest quality early STEAM enrichment experiences to diverse youth. The MDM Education team is made up of respectful and self directed individuals who are responsible for creating a safe and fun environment, engaging all campers with meaningful, student focused, hands-on content. All MDM staff take part in a culture of teamwork, flexibility, communication, science, and play to deliver exceptional experiences for all that attend. The Secondary Camp Educator & Traveling Outreach Educator is responsible for helping facilitate weekly theme specific curriculum and effectively communicating with people of all ages. On Fridays the The Secondary Camp Educator & Traveling Outreach Educator will be teaching STEAM curriculum to children as well as to outside educators/on-site educational staff, who will then lead further science explorations independently at a later date. For this position we require a valid driver's license and clean driving record.

On a typical camp day, the Secondary Camp Educator can be expected to:

- Assist and facilitate learning experiences, incorporating diverse early science enrichment opportunities, aligned with MDM's educational mission and vision.
- Clean classroom spaces and ensure campers leave spaces organized with all materials put away.
- Help facilitate daily morning meetings with campers to set expectations, address issues, reinforce safety rules, behavioral expectations, and share the daily schedule.
- Supervise and monitor campers at all times to ensure safety and appropriate behavior during lessons and free play in the museum.
- Calmly and professionally address accidents and incidents with the children as they arise and with parents/guardians as deemed necessary.
- Correspond with parents and guardians in a professional and timely manner.



On a typical Friday, the Traveling Outreach Educator can be expected to:

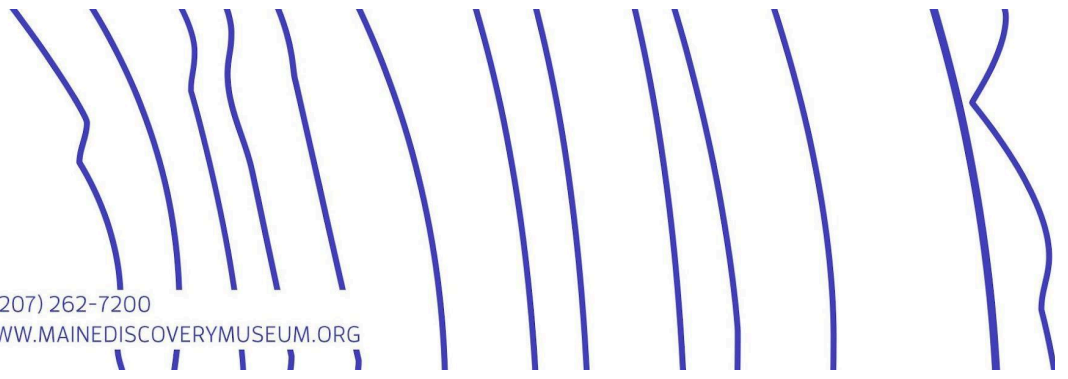
- Lead hands on learning experiences, incorporating diverse early science enrichment opportunities, aligned with MDM's educational mission and vision and grant requirements.
- At all times maintain materials, spaces, and vehicles in a clean and organized fashion.
- Adhere to scheduled outreach timelines, arriving promptly and safely with plenty of time to prepare materials before teaching.
- Prioritize safety while having fun engaging in STEAM content.
- Update Program Coordinator with all relevant details of outreach visit and data pertaining to grant needs, in person and via email or phone, in a professional and timely manner.

**All MDM staff work to support the Museum and fellow staff members, promoting the Museum's mission:**

- Be approachable by staff about concerns and issues with camp.
- Lead & encourage children of varying ages.
  - Set clear expectations and encourage kindness, inclusion, and respect.
  - Follow outreach curriculum and encourage children to be good role models while having fun learning and engaging with STEAM curriculum. Present content with enthusiasm and the mindset that all students can be scientists.
- Promote the power of play through example; encouraging creativity, curiosity, and imagination.
- Represent the Maine Discovery Museum and be an ambassador for our mission.

**Position Requirements**

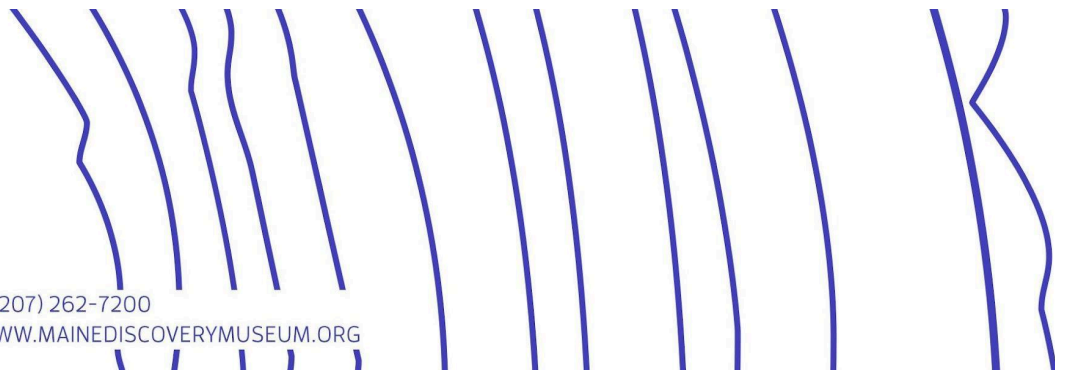
- Foster a kind and supportive environment for children of all ages and backgrounds.
- Previous experience in education. I.e. counselor, classroom teaching/management, informal education; preferably with children entering grades 1-6.
- Bachelor's degree, associate's degree, or comparable experience.



- Check museum email throughout the work day and respond to other messaging via call/text/Slack.
- Help facilitate safe daily check in/check out of campers.
- Will seek assistance from supervisors when appropriate/needed.
- Help gather data and feedback for grant reporting and internal needs.
- Cares about children's growth and development.
- Ability to implement engaging, hands-on cross-disciplinary lessons and activities.
- Willingness to learn.
- Maintain a clean, safe work environment both on and off site.
- Work well with others.
- Reliable and able to adhere to flexible educating schedules.
- Ability to problem solve.
- Current First Aid/CPR certification preferred.
- Must be able to pass a drug screen and criminal background check.
- Be able to stand, walk, and be active with children and adults for extended periods of time.
- Be able to lift up to 50 pounds regularly.
- Must have reliable transportation, a clean driving record, and a valid driver's license.

### **Additional Position Details**

- Seasonal - full time, hourly position
- The first week of full time hours starts June 30, 2025 (with July 4 off). The Educator will continue to work Monday - Friday over the summer through August 22, 2025\*
  - *\*There will be additional paid training and preparation time required with more flexible scheduling prior to the first day of the first camp on June 30, 2025. There will also be potential work days the week of August 29th for remaining outreaches and cleaning up camp spaces and materials.*
- Preference will be given to candidates able to commit to all weeks, but scheduling accommodations may be available. Please discuss ALL summer scheduling needs at time of interview.



- o If any unforeseen circumstances do come up during the summer where you will need to miss camp, you will be expected to notify your supervisor in writing and in person as soon as you are aware and we will work to accommodate scheduling within reason.

### **Schedule Monday – Friday**

- **Monday-Thursday Shifts: 7:30/8am - 4/4:30pm** with a 30 minute unpaid lunch break.
- **Friday Shifts:** hours can vary from week to week however you will be notified of your schedule a minimum of 2 weeks out at a time.
- Educators are required to commit to 5 full days of work per week (Mon-Fri).
- Weekly Camps will run from Monday - Thursday with alternating grade levels each week (entering grades 1-3 and entering grades 3-5).
- Friday the secondary camp teacher/traveling outreach educator will be expected to either come into MDM and clean up from the week and prep for the next camp or travel to off site locations to teach outreach curriculums.
- On camp days drop-off will run from 8:30am-9am and afternoon pick-up will be from 3:30pm-4pm. Camp will begin at 9am and everything will end by 4pm.
- Compensation \$16.00 - \$18.00 varying on experience.

### **HOW TO APPLY:**

To apply for the seasonal Secondary Camp Educator & Traveling Outreach Educator position, please fill out a Maine Discovery Museum job application and email it to both [tplummer@mainediscoverymuseum.org](mailto:tplummer@mainediscoverymuseum.org) and [abaker@mainediscoverymuseum.org](mailto:abaker@mainediscoverymuseum.org)

*The Maine Discovery Museum is an Equal Opportunity Employer always providing equal opportunity without regard to race, color, religion, sex, gender identity or expression, sexual orientation, age, national origin, disability, genetic information, veteran status or any other basis protected by applicable federal, state or local law.*