



MUSEUM of NORTHERN ARIZONA

Title: Discovery Summer Camp Lead Educator
Department: Education
Status: Temporary, non-exempt, part-time
Supervisor: Discovery Manager
Dates: 3 weeks, July 11-29

Position Description:

The Discovery Summer Camp Lead Educator is responsible for developing the class curriculum design, submitting a class supply list to the Discovery Manager, and is responsible for teaching their assigned program. Curriculum must include art and science instruction, visits to the museum and around the campus, and numerous hands-on activities for children ages 5-14.

Major Tasks and Responsibilities:

- Development and implementation of course curriculum for the Discovery Summer camp.
- Develop a positive and educational environment for students
- Attend to the safety and educational needs of students during classes
- Supervise camp assistant and NAU student volunteers
- Maintain classroom control
- Arrive at least 30 minutes prior to start of class and stay 15 minutes after daily
- Must completely clean classroom at the end of the class

Education and experience requirements:

- BA/BS in education or related field
- Possesses a valid driver's license
- Ability to obtain First Aid/CPR certifications prior to class dates
- Experience developing educational programming for children
- Experience driving 12-passenger vans preferred
- Valid fingerprint clearance card with the State of Arizona preferred.

Abilities, Skills, and Knowledge:

- Must have prior experience working in an educational environment
- Must be able to relay directions clearly and concisely
- Must be able to supervise and work well with children
- Attention to detail
- Ability to communicate well with children

Working conditions: Generally outdoors/indoors, Monday through Friday, 8:30 AM to 4:30 PM unless otherwise specified.

Must be able to lift 20 pounds, walk moderate distances, and work well with others

Job contingent on satisfactory passing a background security check

To apply, send a cover letter, resume, a brief description of the proposed course curriculum (not to exceed one page), and three references to Jill Thomas at jthomas@musnaz.org.

Email is the preferred method of application submission. If you are not able to submit your application via email, please call Jill Thomas at 928-774-5211, Ext. 203 to receive additional instructions for application submission.

Deadline for application materials: May 20, 2022

Position starts: July 11, 2022 and ends July 29, 2022

The Museum of Northern Arizona is an Equal Opportunity Employer.