



Assistant Museum Educator

Location: Wilmington, NC

The Children's Museum of Wilmington

The Children's Museum of Wilmington has been serving the greater Wilmington area for 25 years. Nestled in the Historic District, the Museum boasts over 17,000 square feet of interactive and educational exhibit space. The Museum celebrates the joy of childhood by providing engaging programming and activities, encouraging children to play to learn. Our mission is to provide a welcoming and engaging environment that promotes hands-on art, science, and literacy-focused learning for all children and their families. Please visit our website for more information www.playwilmington.org.

Hours:

Part-time: 20 - 25 hours per week with potential for additional hours Memorial Day through Labor Day

Flexibility to work hours Monday through Friday 8:30 am - 5:30pm

Occasional nights and weekends required as needed to support special events.

Job Summary

The Assistant Museum Educator will be a critical member of the Museum team. From assisting and managing everyday experiences at the Museum to facilitating programs, camps, outreach and field trips, you will ensure daily interactions with guests are engaging and filled with high-quality learning. Working closely with the rest of the Museum team, you will help facilitate learning both inside and outside the Museum through the exhibits and programming. This position will report to the Museum Educator and work to develop and/or execute the following.

Responsibilities

- Promote a welcoming environment to engage children and families, and maximize learning and enjoyment in the Museum
- Plan, facilitate, and engage guests in educational content and objectives through daily programs, field trips, camps, and outreach; keep tracking log of daily program, field trip, and outreach attendance

- Communicate with staff, educators, and parents as needed for programs, camps, field trips, and outreach
- Assist in the creation, management, and facilitation of exhibit and virtual education programs
- Attend and participate in regularly scheduled staff meetings
- Serve as Museum ambassador and provide exceptional customer service to guests
- Adhere to Museum policies and procedures
- Other duties as assigned

Preferred Qualifications

- Current student enrolled in an early education program
- Experience working in a childcare or an educational setting
- Experience in working with children
- Exceptional communication and interpersonal skills
- Ability and passion for creating a positive, playful environment for visitors and colleagues
- Collaborative, creative, and organized with enthusiasm for new projects
- Insatiable curiosity with an eagerness to learn, willing to ask questions, and apply feedback
- Bilingual in English/Spanish preferred

Pay Range: \$13 - \$15 an hour

To apply, please submit a resume and cover letter to Jessie Goodwin at jessie@playwilmington.org with the subject line: Assistant Museum Educator

The Children's Museum of Wilmington is committed to equal opportunity for all employees and prospective employees without discrimination based upon race, color, religion, national origin, sex, age, personal appearance, sexual orientation, political affiliation, family responsibilities, disability, marital status or any other category protect by law. This policy applies to all aspects of employment at CMOW, including, but not limited to recruitment, promotion, compensation, benefits, training and development, access to facilities, discipline, separation of employment and other terms and conditions of employment.

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