



JOB POSTING

Job Title: Seasonal Educator I

Status: Non-Exempt Status

Start Date: Summer, 2019

Number of Positions: 1

Classification: Part Time/ Seasonal Summer 2019

Reports to: Public Programs Coordinator

Classification: Part time

Posting Deadline: 5/1/19

Description

Reporting to Public Programs Coordinator, this position shall assist with the operations and functions of the Education Department of the Aquarium of Niagara. The Seasonal Educator I will provide a supportive role in the Education Department, assisting with planning and organizing educational programs. The Seasonal Educator I will support senior education staff with educational programming and instruction.

The Seasonal Educator I must model mutual support, excellent communication and joint problem-solving skills among Directors, Supervisors, Staff, Trustees, Volunteers and Vendors. Cultivate, support and maintain a culture of inclusion and engagement (positive moral) at the Aquarium of Niagara.

Essential Responsibilities

- Maintain a basic familiarity with the Aquarium's animal collection, and develop an understanding of the importance the collection plays in the fulfillment of the Aquarium's mission
- Respond to visitor observations and questions about the collections, or contact the appropriate animal care staff to answer a question or report a problem
- Recognize emergency conditions related to animal health and safety, and contact appropriate staff in a timely and efficient manner
- Serve as a first line instructor, presenting educational content to schools, guests, and birthday groups
- Participate in the identification of subjects to be covered and the development of curriculum outlines and materials to be shared during sleepovers, birthdays, and special programs
- Assist with the development of materials and activities for use by program participants
- Assist with developing and evaluating education programs, birthday parties, and special programs to assess educational value, cost-effectiveness, community needs
- Conduct education programs at the Aquarium, local schools, and community centers
- Assist with developing and implementing informal educational programs for registered participants and casual visitors
- Assist with the development of materials and activities for use by visitors and school groups
- Participate in the development and implementation of childhood programming and activity stations
- Build relationships with school districts, scouts, members, and other area cultural institutions through educational programming
- Welcome birthday party and special program participants and give them a brief orientation about the program and go over with the participants what they will be doing during the program
- Guide program participants through the institution and interpret and lead discussions regarding animal background, care and activities, environmental issues, and other topics of interest
- Serves as an educational resource to participants
- Maintain inventory of interpretive tools, including animal artifacts/bio facts and activity sets
- Maintain classroom areas and ensure cleanliness of educational spaces
- Assist with logistical planning and group orientation upon arrival to the Aquarium of Niagara
- Order, prepare, and setup food and desserts to participants
- Remain acutely aware of the presence of needs of guests of the Aquarium of Niagara at all times
- Maintain a friendly, courteous and helpful attitude towards visitors
- Always support the mission of the Aquarium of Niagara

Requested Requirements

- Preferred: Bachelor's degree in environmental education or a related field
- Previous experience working with young children, ages 18 months – 5 years
- Excellent computer skills including Microsoft Word, Outlook, Excel, PowerPoint, and Publisher
- Excellent communication skills (verbal and in writing)
- Outstanding customer service skills; able to represent the Aquarium of Niagara at all levels with professionalism and pride
- Flexible team player; ability to work well with Aquarium of Niagara staff, project partners, and program participants.
- Ability to multi-task as part of a fast-paced team
- Valid driver's license and a driver in good standing
- Able to lift 50 pounds and walk over uneven terrain and in all weather

- Preferred: Previous experience handling and presenting live animals

Contact Information: Provide resume and cover letter to: kdunbar@aquariumofniagara.org

The Aquarium of Niagara is an equal opportunity employer. All qualified applicants will be afforded equal employment opportunities without discrimination because of race, color, creed, religion, sex, age, national origin, citizenship, sexual orientation, marital status, or any other classification protected by federal, state, or local law.