

Job Description

Educational Team: Museum Educator

April 2023

The Role

Reporting to the Programs Manager, the Museum Educator will deliver pre-booked museum developed programs for school groups, day cares and other child focused groups targeting children and students. Programs are two hours in length (60-minute program & 60-minute tour).

Through the months of **July and August** the following special interest programs will be offered:

Children aged 4-6: *Airports Away! or Whirly Birds*
Children aged 6 and older: *Designiacs or Ghost Dusters*

Programs are offered Monday to Friday. Work hours would be 9:30am-2:30pm each day as booked, July 3, 2023 to Aug 25, 2023 inclusive. Ideally this position would start mid-May for training through the busy end of the school year period.

Job Functions

- Deliver educational programming as booked.
- Deliver material in a professional, engaged and engaging manner.
- Prepare classroom and supplies each morning and clean up space when students leave.
- Organize and prepare supplies as necessary for programming.
- Keep classroom spaces orderly when not in use as they are public-facing spaces
- Communicate with all museum departments as required.
- Meet with Program Manager once a week for informational and planning purposes.

Qualifications

- Student or recent graduate in a post-secondary institution; Education, Early Childhood Education or comparable is ideal
- Experience working with children.
- Experience working with the public in culture organizations is an asset.
- Strong ability to organize and manage multiple priorities.
- Excellent verbal and written communication skills.
- Ability to communicate in additional language(s) considered an asset
- Valid certification in Emergency First Aid & AED considered an asset

How to Apply:

Please submit your Resume and Cover Letter indicating the position title to **Pam McKenzie, Program Manager:** pam.mckenzie@royalaviationmuseum.com

Please note only candidates selected for interview will be contacted.

RAMWC strives to provide an inclusive workplace and will provide a safe environment for all candidates. We provide accommodations for candidates who disclose a need.