



Montshire Museum of Science Job Description Summer Explainer

Anticipated Start Date: June 17 (to be discussed with Supervisor)

We welcome your application for the position of **Summer Explainer** at the Montshire Museum of Science.

- 1-page cover letter
- Resume
- 3 professional references with email and phone number
- Copy of any certifications

Please email your application as a single Word or PDF document to **jobs@montshire.org**

- Please do not send your application embedded in the text of an email message.
- All applications received will be reviewed as they come in if they are complete.
- After you submit your application, we will confirm by email that your materials have been received and that your application is complete.

Thank you for your interest in the Montshire Museum of Science. We look forward to reviewing your application!



**Montshire Museum of Science Job Description
Summer Explainer**

Employment Term: Approximately June 17, 2024 through August 31, 2024

DEPARTMENT: Education

SUPERVISOR: Lead Explainer

DESCRIPTION

Explainers support our visitors at the Museum and fulfill the Museum's visitor programming needs in our indoor and outdoor exhibit spaces. Explainers work throughout the Museum with visitors, leading hands-on science activities, performing daily exhibit maintenance and upkeep, greeting and managing visiting groups, and helping visitors with exhibit use and other needs. Among the few positions at the Museum that interact directly with every visitor, Explainers are critical members as the Museum's team.

One week of intensive training will be provided in Mid-June, with continued training as the summer progresses.

RESPONSIBILITIES

Responsibilities include but are not limited to:

- Provides excellent customer service to visitors of all ages and abilities.
- Leads hands-on science activities in a variety of content areas.
- Maintains cleanliness and organization of public programs teaching spaces and resource, including science supplies and equipment.
- Engages and assists visitors in using museum exhibits.
- Continually maintains and resets exhibits.
- Greets and assists visiting field trip groups.
- Completes morning exhibit checklists that include routine cleaning and sweeping, including our outdoor environments.
- Attends orientation training, morning meetings, and up to four on-going evening training events.
- Actively communicates with Admission Desk staff and Facilities staff.
- Participates in program improvement efforts, professional development, and individual observations and reviews to improve practice.
- Weekday and weekend work.

The Montshire Museum of Science is an Equal Opportunity Employer with a passionate commitment to diversity, equity, and inclusion.

KNOWLEDGE, SKILLS, AND EXPERIENCE REQUIREMENTS

- Passion for science and nature education, and excitement for exploring the natural or engineered world with children. Background in science and/or environmental education strongly preferred.
- Experience in teaching or guided facilitation—either in classroom or in informal educational settings—or a strong background in a STEM discipline, either through undergraduate course work, graduate studies, or professional work.
- Have an enthusiasm to work with visitors of all ages and backgrounds.
- Demonstrated ability to communicate science and engage children, families, and adults in science and engineering activities.
- Flexible thinking and ability to adjust expectations as needed.
- Must work well in both an individual and team setting.
- Completed at least one year of college, preferably with major in education, theater, or a STEM-related field.

SUPERVISION OF OTHERS

None

WORKING CONDITIONS

- Congenial and fast-paced indoor and outdoor environment.
- Must work well in both an individual and team setting.
- Lifting and carrying up to 25 pounds
- Navigating outdoor landscape and hiking trails.
- Climbing stairs and ladders.
- Teaching in exhibit halls and outdoor spaces of different sizes, noise levels, and weather.
- Work includes explaining outside, including in inclement weather.
- Working with science equipment, exhibit components, and biological specimens.
- All Montshire employees are subject to a criminal background check.
- Montshire Museum of Science requires that all employees and volunteers be fully vaccinated against COVID-19.

TIME COMMITMENT

- Summer Explainer positions are part-time, temporary
- General work schedule: Mid-June through Labor Day; 20 to 37.5 hr/wk
- Schedule based on two-week rotation, includes weekend work. Daily hours: 8:45 am–5:15 pm.
- Occasional early morning and evening responsibilities.

SALARY AND BENEFITS

- Hourly position at \$16.00 per hour.
- No Montshire Benefits.

The Montshire Museum of Science is an Equal Opportunity Employer with a passionate commitment to diversity, equity, and inclusion.