

Glazer Children's Museum
JOB DESCRIPTION

Camp Imagination: Lead Teacher (Seasonal)

Position Summary:

The primary responsibility of the Lead Teacher is to facilitate a positive and high quality experience at GCM's Camp Imagination by delivering educational programming, assisting in program evaluation, and participating in experience/program creation to create a memorable experience. This is achieved through the delivery of formal and informal educational experiences by following the Camp Imagination curriculum. The Lead Teacher reports to the School and Youth Programs Manager. In his/her absence, they report to the Director of Education.

This is a seasonal full time position. Summer camp runs June 7-July 30, 2021 and reports to the School and Youth Programs Manager. In his/her absence, they report to the Director of Education. This position requires a Monday-Friday schedule, from 8:30am-5:00pm.

Essential Functions:

- Create a memorable experience for all campers by providing a welcoming, engaging, and fun environment.
- Prepare daily activities and projects to ensure each program is thoughtfully presented, organized, and executed.
- Deliver engaging educational programs.
- Create an upbeat and positive atmosphere where campers feel open to explore, try new things, test their knowledge, and get messy.
- Use classroom management skills to effectively and efficiently lead a class of up to 25 campers
- Treat each child with respect and consider the needs of each child as an individual, meeting them at their level of expertise.
- Prepare and maintain daily communication to parents detailing events of each day at camp. This includes, but is not limited to: frequent posting and written communication with parents on Class Dojo as well as facilitation of an in-person and/or virtual Open House.
- Direct support staff, interns, and volunteers in the day-to-day workshop activities, preparation, and daily maintenance.
- Maintain a high level of energy and enthusiasm when interacting with campers and parents.
- Proactively, quickly and professionally respond to challenging or stressful situations like code adams, spills, accidents, etc.
- Lead daily set-up, cleaning, and maintenance duties of the camp classrooms, including monitoring of supplies, equipment and materials.
- Ensure the health, safety, and wellbeing of each camper during their time at GCM.

Non-Essential Functions:

- Other duties as required.

Work Setting:

This position requires that the employee be physically present in the museum. This position requires in person interaction with museum guests and staff. This position requires a Monday-Friday schedule, from 8:30am-5:00pm. This is a seasonal full time position. Summer camp runs June 7- July 30, 2021.

Must attend mandatory one-day training specific to Camp Imagination curriculum. Training will be held the week of May 31, 2021.

Qualifications:

- A passion for the mission of the Glazer Children's Museum
- An understanding of and commitment to play based education for all learners
- High School diploma or equivalent required. Post-secondary degree preferred
- 1+ years' teaching experience in informal or formal education
- Ability to successfully complete tasks in a fast-paced environment
- Strong organization, oral and written communication skills
- First Aid & CPR and/or Anaphylaxis & Epinephrine Certifications preferred

Lead Teachers will have the following personal competencies and characteristics:

- Flourish in a diverse and high-achieving environment and energized by interacting with children in an educational setting.
- A confident and articulate communicator with the ability to work fluidly with multiple departments.
- An excellent communicator who is able to interact with a variety of coworkers, campers, volunteers, and parents.
- An individual of unquestioned integrity, ethics, and values; someone who can be trusted without reservation.