

Glazer Children's Museum

JOB DESCRIPTION

Assistant Educator, Learn & Play Tampa Bay - Temporary

Position Summary:

The primary function of the **Assistant Educator, Learn and Play Tampa Bay** is to assist Learn & Play staff in delivering a high-quality Kindergarten Readiness initiative to serve low-income populations throughout the region. Learn and Play Tampa Bay staff embrace best practices in early childhood education, to improve the key social/emotional, literacy, numeracy and parenting skills for diverse families in Tampa Bay.

This is a part-time, non-exempt, temporary position for the duration of October 1st, 2022 -August 31st, 2023 for \$15/ hourly rate (not to exceed 25 hours weekly), available from 8:00am-1:00pm Monday-Friday reporting to the Director, Learn and Play Tampa Bay or his/her designee. Please contact Dr. Arias-Steele directly with a resume at sarias-steele@glazermuseum.org.

Essential Functions:

- Assist in daily set-up, cleaning, registration and maintenance of the Learn and Play Tampa Bay program.
- Assists in delivering high quality, engaging educational demonstrations, programs and workshops to diverse families in GCM and Learn & Play.
- Maintain a high level of visibility, energy and enthusiasm in all interactions with the community.
- Responsible for tracking and stocking inventory and maintaining office, vehicles, and classroom sites related to GCM Programming
- Responsible for ensuring that all locations are clean and prepped for daily activities and then cleaned after Learn & Play sessions.
- Ensures that all Learn & Play spaces and GCM educational programs are as inclusive as possible for guests of all abilities.
- Available during school breaks (Fall, Winter, and Spring) to assist in Camp Imagination (ages 5-10) as educator as needed, during scheduled Learn & Play session breaks
- Assist in database attendance tracking and collecting/scoring evaluation surveys

Non-Essential Functions:

- Other duties as required.

Skills/ Experience

- Enrolled/ Acquired degree related to education or equivalent experience.
- Bilingual (English / Spanish) preferred
- 2-3 years' experience in education, informal or formal settings, especially at the PreK or K/1 level
- Preference given to candidate with previous experience in community-based programs
- Valid Driver's License required – this position requires driving to various delivery site from the Glazer Children's Museum

The ideal Assistant Educator for Learn and Play Tampa Bay will have the following personal competencies and characteristics:

- Flourish in a diverse and high-achieving environment and will be energized by the prospect of working with the Museum Team to deliver strong results
- Value and leverage relationships in the community and pursue authentic educational outreach therein
- Confident and articulate communicator with the capability to work fluidly across all grades and abilities
- Brings innovative ideas and new, cutting edge learning innovations that will add to and strengthen the museum's repertoire of programs
- Authentic passion for creating extraordinary learning experiences for children and families and especially be driven to serve underserved and marginalized audiences