

Educator

Job Description

Exempt: Full-Time, Exempt

Location: 929 E Wisconsin, Milwaukee WI 53202

Reports to: Vice President of Education



Sunday-Thursdays work week schedule

Our Mission

Inspire all children to wonder and explore their world through play and innovative, hands-on learning experiences.

Position Summary:

The Betty Brinn Children's Museum (BBCM) seeks an Educator to support existing, new and expanded programs offered at the Museum and out in the greater community with the goal of providing quality experiences for families and groups. This position will help develop, facilitate and deliver programs for both early learners and school aged children in our Be A Maker Space (BAM).

BAM is an ever changing exhibit and real workshop inside the Betty Brinn Children's Museum. In this space we hope to inspire wonder of the world around us using experimentation, trial and error, real tools, materials and process. We build curiosity and play with hands-on activities during our facilitator lead sessions. Sessions vary from art making, taking things apart, large scale collaborative projects, music, technology and even games!

Basic Requirements:

- All BBCM staff, volunteers, and interns who work onsite are required to provide proof of full vaccination against COVID-19 by their hire date.

Responsibilities and Duties:

- Coordinate hands on programs offered in the Be A Maker Space, including open-making, facilitated programs/workshops for families, groups/field trips, and hands-on activities in connection with special events.
- Responsible for developing activities, reporting participation data, and for ensuring the completion of participant surveys and the collection of other data as requested.
- Work with the VP of Education to ensure appropriate content and to manage supplies and equipment.
- Work with the Education team to annually evaluate and develop new and enhanced family and group programs that reflect current trends in education as well as state and national standards for early learners and school aged children.
- Collaborate with the Education team to develop family activities to support special events (e.g. New Years Eve, etc.) complement Museum exhibits, and to participate in community events (e.g. pop-up park sessions, etc.).
- Assist in booking, planning and promoting performers for onsite programming, special events and promotional days to enhance the visitor experience.
- Strong classroom management experience to facilitate group sizes ranging from one-on-one to 30+ educational field trip experiences.

- Communicate with families, schools and educational institutes, and to build partnerships and future programming in and outside the museum..
- Other duties as assigned.

Minimum Qualifications:

- Degree in Early Childhood, Fine Arts, Non-profit Management, Event Programming or Community related services preferred.
- At least two years of related formal or informal experience and/or training in a setting that demonstrates the skills, knowledge and abilities needed to perform the above tasks; or equivalent combination of education and experience.
- Ability to work with children ages birth to 10 years old.
- A strong commitment to the mission of BBCM.
- Facilitator and co-learning mindset with and alongside guest and Museum teams.
- Desire and ability to work in a team-oriented environment.
- Energetic and enthusiastic attitude when interacting with guests.
- Excellent written and verbal communication and interpersonal skills.
- Familiarity with Google and database management software.
- Keen attention to detail with the ability to prioritize and handle multiple projects at once.
- Ability to work weekends and evenings for special events.

Salary & Benefits

\$36,500 annual

BBCM offers a generous benefits package, including but not limited to the following:

- Three weeks of PTO.
- Separate sick time.
- Medical Insurance (BBCM pays 80% of cost).
- Vision and Dental insurance eligibility.
- HSA with employer contributions.
- Employer-paid plans for Life and Accidental Death and Dismemberment Insurance & Long-Term Disability.
- 401k with the Museum contributing 5%.

To Apply:

Please email your resume along with a brief description of why you want to work at the Betty Brinn Children's Museum to hr@bbcmkids.org. Please include the job title of the position you are applying for in the subject line.

Betty Brinn Children's Museum provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression or any other characteristic protected by federal, state, or local laws.