



**POSITION TITLE:** Educator

**REPORTS TO:** School Programs Coordinator, Director of Programs

**EXEMPT OR NON-EXEMPT:** Non-Exempt

**POSITION TYPE:** Part-time

**POSITION OVERVIEW:**

The Educator teaches participatory science programs, including science nights and assembly presentations, to school groups, homeschool students, and other organizations.

**ESSENTIAL JOB FUNCTIONS:**

- Work with teachers and CSC staff to ensure quality experiences for students, utilizing good teaching methods and public relations skills.
- Represent CSC in a positive and professional manner.
- Promote CSC and its various offerings to teachers and students.
- Distribute program evaluation forms to teachers and handle administrative paperwork as needed.
- Maintain program materials in a neat and organized fashion.
- Offer suggestions and assist with making improvements in existing programs.
- Teach school and homeschool programs at CSC and Glenn Hilton Park as directed.
- Teach school programs away from CSC, including Science nights and assemblies as directed.
- Assist with school and homeschool program development as needed.
- Develop and instruct professional development workshops as needed.
- Other duties as required.

**PHYSICAL REQUIREMENTS:**

Possess the following attributes and abilities to:

- Lift 40lbs to waist level;
- Lift up to 20lbs to shoulders and above head;
- Walk/stand for long periods of time;
- Maneuver safely on uneven surfaces or in tight spaces;
- Squat, bend, kneel, twist, and reach;
- Reach above the shoulders.

**COMPETENCIES & QUALIFICATIONS:**

- Experience working with children in informal and/or formal educational settings.
- Ability to speak and read basic English.
- Excellent customer service and communication skills with staff, other departments, and participants.
- The flexibility to work weekends and evenings.

- Science background, with initiative to remain current on new discoveries.
- Commitment to inquiry-based learning.
- Ability to work with participants of all ages and backgrounds.
- Great time management skills and be ability to multitask.
- Efficient and well organized in daily activities.
- Commitment to and passion for the mission and values of Catawba Science Center.

**EDUCATIONAL REQUIREMENT:**

- BA or BS Degree in science or education

**SALARY:**

- Position starts at \$12.00/hour, with benefits outlined in CSC's Personnel Policy.

**NOTE:** All applicants must participate in a drug test and criminal background check as part of the pre-employment process for the Catawba Science Center.

**POTENTIAL START DATE:** April 2024