



Job Title: School Time Day Shift Assistant

Position Type: Part-Time

Shift: Flexible, 9:00 AM - 2:00 PM or 9:00 AM - 3:00 PM

Weekly Hours: 15-25 hours per week

Salary: \$8.50- 12.50

Job Description: As a School Time Day Shift Assistant, you will be an essential part of our team, supporting the daily operations and interactions within the museum's exhibits. Your primary responsibility will be to facilitate floor play and ensure the upkeep of exhibits, contributing to a positive and enriching environment for children and their families. Your friendly demeanor, patience, and passion for engaging with young learners will be instrumental in delivering outstanding visitor experiences.

Key Responsibilities:

- Engage and interact with museum visitors, providing guidance, information, and assistance as needed.
- Facilitate play-based learning experiences for children by explaining exhibit concepts and encouraging exploration.
- Maintain the cleanliness and organization of exhibits to ensure a safe and enjoyable environment for all visitors.
- Assist with the setup and breakdown of interactive displays and activities when necessary.
- Support special events, workshops, and educational programs as required.
- Collaborate with fellow team members to develop creative ideas for enhancing the visitor experience.
- Stay informed about the museum's exhibits, programs, and policies to effectively communicate with visitors.
- Uphold the museum's mission of promoting curiosity, discovery, and imagination in children.

Qualifications:

- A genuine passion for working with children and families, fostering positive interactions, and learning experiences.
- Ability to obtain the required clearances to work with young people.
- Excellent interpersonal skills and the ability to communicate effectively with people of all ages.
- Dependable and punctual, with the flexibility to work varying shifts during museum hours.
- Previous experience in a customer service or educational environment is preferred.
- Enthusiasm for hands-on learning and a creative mindset when engaging with children.
- Physical ability to stand, walk, bend, and lift light objects during the course of your duties.
- High school diploma or equivalent is required; additional education or coursework in child development, education, or related fields is a plus.

Benefits:

- Competitive hourly wage based on experience and qualifications.
- The chance to positively impact children's lives by fostering their curiosity and love for learning.
- Collaborative and supportive work environment with a passionate team.
- Opportunities for professional growth and development within a dynamic educational setting.

- Presale opportunities for events, classes, camps and birthday parties at a discounted rate.

If you are a parent seeking a fulfilling part-time role that aligns with your schedule, a Museum Assistant position at expERIEnce Children's Museum offers an exciting opportunity to engage with children and contribute to their educational journey. Join us in creating lasting memories and igniting young minds with the joy of discovery!

To apply, please submit your resume and a brief cover letter outlining your interest in the position and your relevant experience to Julie Boam, Director of Operations julie@eriechildrensmuseum.org