



Children's Museum of Manhattan

CMOM Job Description

POSITION: Museum Educator
EXEMPT STATUS: Part Time Nonexempt
REPORTS TO: Associate Director, School Programs & Outreach
LOCATION: 212 West 83rd Street, New York, NY 10024
WEBSITE: www.CMOM.org

ABOUT THE CHILDREN'S MUSEUM

The Children's Museum of Manhattan is dedicated to inspiring children and families to learn about themselves and our culturally diverse world through a unique environment of interactive exhibitions and programs. These experiences include classes, workshops, performances, and festivals. Our programs support children as they grow and develop socially, emotionally, physically, and academically. We also strive to support caregivers in fostering that growth and development at home and at school. The Museum's special areas of focus include early childhood education, creativity, health, and world cultures.

ABOUT THE POSITION

As a Museum Educator you will facilitate a variety of programs at the Museum, virtually, and in community settings. At the Museum, you will develop and implement multi-session classes featuring exhibit exploration and interdisciplinary art experiences. With your young learners, you will explore art-making, storytelling, science, sensory play, and more. You will develop a trusting relationship with the families of your students and will collaborate closely with the School Programs & Community Outreach department.

Virtually or in-person you will facilitate engaging, culturally-sensitive programs for students, teachers, and parents/caregivers. You will collaborate with libraries, schools, family shelters, and other community partners to ensure that your program meets the specific needs of your participants. You will write curriculum for and implement compelling arts, science, and storytelling experiences which empower your students to take charge of their own learning.

PRIMARY RESPONSIBILITIES

As a Museum Educator, you may work in one or more of the below programs or capacities.

- Early Childhood Enrollment (classes for children ages 2-5): Design and facilitate age-appropriate, dynamic semester-long curricula; promote students' social-emotional and academic development; integrate arts, movement, and storytelling activities; and establish trusting relationships with parents and caregivers.
- Community-Based Programs & Family Engagement: Support and/or facilitate arts-integrated workshops (either in-person or virtual) for students between ages 2-12, as well as parents/teachers/caregivers through library programming, school outreach, family shelter programs, etc. Model best teaching practices; co-plan and liaise with partner site contact as needed.
- Collaborate and co-teach with fellow educators and departmental leadership.
- Maintain program spaces, manage supply orders and organization, and prepare materials for program implementation.
- Other duties as needed.



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QUALIFICATIONS

- 1-2 years experience, including:
 - Program facilitation for children ages birth-12, teachers, and families in diverse settings
 - Lesson planning experience
 - Understanding of inquiry and art-integrated teaching and learning
- Undergraduate degree in Arts Education, Early Childhood Education, Museum Learning, Special Education, Child Development, OR equivalent relevant experience
- Experience integrating age-appropriate visual art, STEAM, music, dance, theater, and/or social studies into teaching practice
- Proficiency with inquiry, object observation, and dynamic storytelling
- Ability to engage children, families, and caregivers in a welcoming, energetic, friendly, and professional manner
- Excellent interpersonal and communication skills
- Ability to be flexible and assimilate feedback from colleagues and participants
- Comfort working independently as well as collaborating closely with others

Additional preferred experience:

- Fluency in Spanish or language in addition to English a plus
- Experience writing curriculum
- Experience collaborating with libraries, schools, family shelters, and other community partners
- Photography, videography, and/or video editing skills
- Visual or performing arts discipline
- Background work or studies related to early childhood development, psychology, or social work
- Experience working with a diverse group of learners, including children who have special needs

Availability:

- Must be available to work at least 1-2 days per week for in-person programming
- Museum Educators will be scheduled for specific programs and according to the Museum's needs. A specific set of hours are not guaranteed.
- Seasonal/contract-based position (with an option to renew)
- Must be willing to attend orientation and professional development as scheduled.

COMPENSATION

\$75 – 125/program, varies by program

TO APPLY

Please send a cover letter and resume to schoolprograms@cmom.org with **Museum Educator** in the subject line.

Only applications with cover letters included will be considered. Due to the high volume of applicants and limited hiring capacity, we will only contact and interview those candidates whose availability, skills and background best fit the needs of the position, however, please check your inbox and junk mail for any correspondence. The Children's Museum of Manhattan is an Equal Opportunity Employer. Background checks will be completed on all employees. **No phone inquiries, please.**