Job Title: Lead Pre-K Camp Educator (Kaleideum North)

Reports To: Director of Camps & Group Programs

Details: June 5 - August 18
Monday-Friday, 8:30 am to 1:30 pm; no benefits

$12/hour for 25 hours/week

Background:
Kaleideum’s mission is to inspire wonder, curiosity, and lifelong learning in our children and community through interactive play and discovery. As a merged entity, we spark the imagination and ignite the intellectual curiosity of our visitors by developing exhibits and programming that fuse STEM (science, technology, engineering, and math), literacy, and the arts into an integrated approach to learning. In all our endeavors, we seek to be strong partners with our families, schools, and community members. Our employees are people with different strengths, experiences, and backgrounds, who share the belief that every person deserves the opportunity to reach their highest potential. At Kaleideum, creating a culture of belonging is everyone's responsibility.

Position Summary:
Lead exciting, theme-based summer camps for children ages 3-4 years old. The Lead Half Day Camp Educator is responsible for interacting with campers and families; leading demonstrations, experiences, games, and activities; monitoring children; setting up/cleaning up camp spaces and supplies; and daily check in/out procedures. Educator works under the direction of the Director of Camps & Group Programs and Camp Coordinator in a professional manner to promote an exceptional Museum experience. The Lead Half Day Camp Educator is responsible for managing volunteers working with the half day camp.

Primary Duties and Responsibilities:
• Lead the implementation of half day camp experiences for pre-K campers at Kaleideum North.
• Practice and enforce safety and emergency policies and procedures. In addition to maintaining a clean and safe environment for program participants and instructional staff in all Kaleideum classrooms, labs, and storage areas in cooperation with other team members.
• Manage daily check in/out procedures.
• Ensure highest level of customer service is practiced at all times with campers and caregivers.
• Assist volunteers in their duties as they pertain to working with campers.
• Acts as point of contact for caregivers.
• Other duties as assigned by the Director of Camps & Group Programs and Camp Coordinator.

Knowledge, Skills, Ability:
• Commitment to and passion for the mission, vision, and values of Kaleideum.
• A personal commitment to fostering a multicultural, diverse organization.
• Team player with the ability to collaborate in a dynamic, ever-changing environment.
• Ability to create a safe environment for audience and staff.
• Ability to communicate with the public including campers, Museum guests, educators, parents/caregivers, and donors, in a courteous and professional manner.
• Reliable and conscientious.
• Skilled in problem solving and conflict resolution.
• Ability to facilitate camp experiences: STEM, maker, arts, drama, music, dance, and games with children.
• Communicate effectively with all Museum departments.
• Confidentiality, professionalism, patience, and flexibility.
• Ability to manage youth volunteers.
• Experience in STEM, architecture, puppetry, textiles, visual arts, acting, or filmmaking a plus.
• Ability to speak Spanish a plus.

**Must be available to work Monday – Friday from June 5 to August 18 (some flexibility available.) Paid staff training prior to the start of camp, date TDB, also required.**

**Qualifications:**

**Minimum Education/Experience:**

• College degree or some college course work in an appropriate field such as education or STEAM-related field. High school degree/GED required. Completed bachelors preferred but will accept a combination of education and experience if it is closely related to job skills needed for the position.
• 1 or more years’ experience in an educational setting working with children; previous experience in a museum or non-profit environment a plus.
• Previous camp counselor experience preferred.
• Ability to obtain First Aid and CPR certification.
• Willingness to work with children with special needs. (Ex: visual impairments, diabetes, allergies, autism, etc.)
• Experience managing staff preferred.

**Essential Physical Functions:**

• On any given day, Museum staff may be required to do one or more of the following: climbing, stooping, kneeling, crouching, crawling, and reaching.

**All applicants must submit to a drug test and criminal background check as part of the pre-employment process for Kaleideum.**

To apply, please submit a museum application and resume to Lindsay Douglas, Director of Camps & Group Programs, ldouglas@kaleideum.org.