



Museum of Science & History  
JACKSONVILLE • FLORIDA

## STEAM EDUCATOR POSITION DESCRIPTION

**DEPARTMENT:** EDUCATION & EXHIBITS  
**DIVISION:** EDUCATION  
**IMMEDIATE SUPERVISOR:** EDUCATION MANAGER  
**STATUS:** NON-EXEMPT/PART-TIME  
**HOURS:** 15 HRS. /WEEK

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### POSITION PURPOSE:

The STEAM Educator performs teaching functions for STEAM Life Academy @ MOSH (S.L.A.M.) programs.

### DUTIES AND RESPONSIBILITIES:

- Teaching:
  - Perform Lesson Planning and course development support for S.L.A.M. sessions and support programming for grades 3 - 11.
  - Teach S.L.A.M. sessions (grades may vary between groups: 3<sup>rd</sup> – 5<sup>th</sup>, 6<sup>th</sup> – 8<sup>th</sup>, or 9<sup>th</sup> – 11<sup>th</sup>, dependent upon program enrollment)
  - Provide data for S.L.A.M. programming evaluation / feedback
  
- Organizational Support:
  - Assist the Education Manager in generating marketing information for S.L.A.M. programs
  - Perform other related duties and interdepartmental functions as required by Education Manager and/or Vice President of Education & Exhibits
  
- Professional Development:
  - Seek out and attend professional development workshops and seminars
  - Stay current with educational topics, trends, research, and current events
  - Establish and maintain working relationships with other educational and cultural agencies

### ACCESS REQUIREMENTS:

Access to museum before and after hours, all public areas, all exhibition floor spaces, Naturalist Center and JEA Science Theater.

**SPECIAL AUTHORIZATION:**

- Permission to have access to alarm codes for JEA Science Theater and Naturalist Center.
- Job duties may require access to certain chemicals and gasses for educational programming; handling these chemicals requires advanced training and adherence to OSHA guidelines.
- Must seek Education Manager approval on all purchases.

**QUALIFICATIONS:**

- To be successful, an individual must be able to perform each job duty satisfactorily.
- All employees must maintain current Occupational Health and Safety training as required and provided by MOSH.
- First Aid/CPR certification preferred

***EDUCATION AND EXPERIENCE***

- Bachelor's degree from an accredited institution in Education or similar field
- Previous experience teaching in formal or informal educational institutions preferred (pre-kindergarten through 12<sup>th</sup> grade); FLDOE teaching certification not required, but is preferred
- Successful performance in this role may qualify employee for consideration for positions of greater responsibility.

***SKILLS AND ABILITIES***

- Must be able to multi-task and work with little supervision
- Must be able to use Microsoft Office applications, internet, and email
- Must have strong public speaking skills
- Exceptional classroom management skills; maintain order while supporting unconditional positive regard for students/teachers/parents/caregivers

**TIME COMMITMENTS:**

Hours will be coordinated with schedules for the S.L.A.M. program, (2 days per week, currently planned for Wednesdays and Saturdays).

**DISCLAIMER:**

The information provided in this description has been designed to indicate the general nature and level of work performed by incumbents in this position. This job description is not intended to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications, and work conditions of employees assigned to this job. Management has sole discretion to add or modify the duties of this position and designate other functions as essential at any point in time. Management may also modify working hours and work location at any point in time. This job description is not an employment agreement or contract.

**EQUAL EMPLOYMENT OPPORTUNITY:**

MOSH provides equal employment opportunities for all applicants and employees. We do not unlawfully discriminate on the basis of race, color, creed, ancestry, medical condition, religion, sex, national origin, age, disability, veteran status, marital status, sexual preference or any other basis prohibited by federal or state law or local ordinance applicable to our work locations. We also make reasonable accommodations for disabled employees if we are aware of the need for accommodation and if the requested accommodation does not cause undue hardship as interpreted from the ADA/ADAAA.

This policy applies to all areas of employment, including recruitment, hiring, training, promotion, compensation, benefits, transfer, and social and recreational programs.