



Museum Floor Education Specialist

The Whiteville Branch of the North Carolina Museum of Natural Sciences is seeking an individual who is passionate about connecting families to science and nature to join our team! This position will facilitate guests through guided exhibit and education spaces at the Whiteville Branch while keeping the floor area maintained and running smoothly.

This position is a North Carolina state 11-month temporary position for 40 hours/week, with potential for rehire. Position will report to the Head of the Whiteville Branch.

Pay: \$16.00/hour

Work schedule: Tuesday through Saturday, 9am – 5pm

Location: NC Museum of Natural Sciences at Whiteville, 415 S. Madison Street, Whiteville, NC 28472

About the Whiteville Branch Floor Spaces:

The Whiteville Branch of the NC Museum of Natural Sciences is designed to celebrate some of the most popular hands on and guided exhibits from the Raleigh Museum, including the Investigate Lab, Naturalist Center, and Discovery Forest. While in these spaces, many guests benefit from the guidance of a skilled educator to help them use scientific tools like a microscope, to interpret data, and to give further information about the natural samples on display. Field trips also explore these spaces as a part of their museum visit, and benefit from an educator to guide them through the space.

Responsibilities:

- Assist with programming, volunteers, and maintenance on the museum floor in Whiteville.
- Interact professionally with families and staff.
- Reset museum floor areas using established protocols every museum open day.
- Maintain good communication with the staff of Whiteville Branch and other museum branches.

- Lead interactive floor programming on site.
- Take a leadership role in developing educational cart and tabletop programs and guided and interactive exhibits on the Whiteville Branch museum floor.
- Assist Museum staff as needed with program design, instruction, or activities at the museum.
- Attend staff assigned meetings and required trainings and optional professional development.
- Open, close and maintain safe and smooth operations of Whiteville Branch as scheduled.
- Assist with daily operational tasks which may include customer service, checking bathrooms, trash and recycling removal, watering plants, and other such tasks as assigned.

Knowledge, Skills and Abilities:

- Enthusiasm for science education and community engagement
- Experience working with children and their families
- Experience working with diverse audiences
- Excellent communication skills
- Demonstrated success in working independently and as a member of a team, and developing effective working relationships with staff, and the general public of all ages.
- Ability to adapt quickly and positively to unexpected changes.
- Ability to use basic garden and wood working tools
- Ability to do basic landscaping tasks; lift 40 lbs.
- Must be dependable, punctual, and wear a uniform as required

Minimum Education:

- High school or General Educational Development (GED) diploma and one year of experience as related to knowledge, skills, and abilities in area of assignment; or an equivalent combination of education and experience.

Preferred Education:

- Earned or working towards a degree with a focus in education, psychology, biology, or natural science related to the area of assignment and one year of experience as related to knowledge, skills, and abilities in area of assignment

If interested, please email a **cover letter and resume** to Shelby Gull Laird (shelby.gull.laird@naturalsciences.org) by end-of-day Friday, June 16, 2023.