



Where creativity runs wild

Summer Camp Staff [Full Time for 2+ months]

Job Description: Our Summer Camp staff is responsible for leading and supporting 8 weeks of JHCM summer programming for children in grades K-2 and 3-5. They will work with 3 other members of our Education Team who will ensure Summer Camp staff are properly trained and supported when working at both our Museum Pop-Up and camps of around 15-17 children.

Hiring Timeline: Applications accepted & interviews taking place on rolling basis. Position will start in June/July 2024.

To apply, visit our website at <https://www.jhcm.org/careers> to learn more. Email us at info@jhcm.org with a cover letter and resume.

Salary and Benefits: Salary DOE

Roles & responsibilities:

Summer Camp Program Planning and Implementation:

- Support planning, staffing and curricular development for K/2 and 3-5 Summer Camp sessions.
- Collaborate directly with director of education and education team
- Lead instruction of two Summer Camps and assist with others
- Maintain JHCM standards and protocols for all programs.
- Build and maintain relationships with community partners in collaboration with community programs coordinator

Museum Staff and Play-Engineer:

- Use software to assist guests at the front desk and manage daily reservation process
- Serve as a play engineer, engaging museum guests with exhibits and educational opportunities.
- Serve as museum, member, or special event staff as needed.

Education Faculty

- Communicate with parents of Summer Camp as needed
- Constructive and active member of all Education Team meetings and responsibilities

Our ideal candidate:

- You are an enthusiastic educator (formal/informal) looking to work in mission driven organization
- You love being an active participant in the community.
- You have experience with and are passionate about working with young children

Skills & Experience Required:

- 1+ years of experience educating or working in an educational environment
- Bachelor's degree in education or related field.
- Experience collaborating with schools and/or education nonprofits. Local experience is preferred
- Ability to communicate constructively and effectively
- Ability to reflect and grow; to proactively give and receive feedback
- Effective working in a team setting

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