



Position Description: Program Facilitator (Seasonal)

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Program Facilitators will deliver innovative, engaging, inspirational and accessible programs and experiences for school, educator, youth group and adult audiences. Reporting to the Manager of School Programs, these positions are responsible for implementing and helping to manage and evaluate daily and monthly programming, special events, and classes and workshops. Qualified candidates are flexible and creative in meeting the needs of guests; skilled at and committed to engaging visitors of all ages, interests and abilities in discussions of the American Revolution; and are devoted to the mission of the Museum. This is a seasonal part-time, nonexempt position. The work schedule will vary according to school tour bookings. Late March – June: Monday – Saturday, 8:45 am – 5:45 pm, up to approximately 29 hours/week. There will also be occasional evening, weekend and holiday assignments. Seasonal Program Facilitators will need to be available for 55 hours of paid training to take place between late-January and mid-March.

Essential Duties and Responsibilities:

- Facilitate interactive, inquiry-based small-group gallery programs about the American Revolution for students in grades 4-12. Lead programs for adult tour groups.
- Help students develop historical thinking skills and historical empathy through guided viewing and group discussion of original artifacts and documents, role play activities in immersive and classroom environments, use of multimedia experiences, and participating in hands-on activities.
- Lead on-site hands-on classes and workshops for student and adult tour groups, with potential for future off-site programming.
- Engage visitors in hands-on learning at educational stations throughout the museum.
- Assist with teacher training programs and educator events.
- Assist with evaluation of programs, including data collection.
- Lead hands-on activities as part of family programs such as Homeschool Days and Second Saturdays.
- Master historical content, with a commitment to ongoing learning.
- Participate in all exhibition training sessions, staff meetings, and continuing education sessions, and complete assigned reading and research.
- Occasional evening, holiday and weekend work required.
- Additional duties, as assigned.

Candidate Requirements:

- Bachelor's Degree preferred, or Associate's Degree plus relevant work experience; coursework in Early American History, American Studies or Museum Education preferred.
- Excellent verbal and written communication skills required.

- Minimum of one year of experience working with students in out-of-school learning environments (scouts, camps, youth music programs, after school care) required. Experience working with the public in a museum strongly preferred.
- Basic understanding of educational theories and techniques, including Historical Thinking Strategies, age/grade characteristics, and child developmental stages.
- Interest in the American Revolution, and a commitment to ongoing learning about the Revolutionary era.
- Flexibility, the willingness to cheerfully and calmly adapt to rapidly changing situations, and the ability to “think on one’s feet” essential.
- Must enjoy working and interacting with students and adults of all ages, abilities, backgrounds, learning styles, and knowledge levels.
- Demonstrated ability to work as a cohesive team with colleagues to achieve desired program goals.
- Ability to interact with and collaborate with other staff in a clear, pleasant, and efficient manner.
- Ability to maintain professionalism in all circumstances.
- Willing to uphold and enforce Museum policies
- Fluency in English required. Knowledge of a language other than English, or proficiency in American Sign Language a plus.
- Upbeat, positive, “can-do” outlook needed.
- Ability to use email and online scheduling software required.
- Must be able to see, speak and hear clearly. Must be able to stand for long periods of time, kneel and stoop, climb stairs frequently, and sit on the floor.
- Must be able to use hands to handle and carry objects, and lift up to 20 pounds.

Applying for this position -

This position is a part time position.

The Museum of the American Revolution (www.AmRevMuseum.org) is an Equal Opportunity Employer. To apply, please send a cover letter including salary requirement, resume and three professional references to employment@amrevmuseum.org.

**Please note – in order for you to be considered for this position we will need a cover letter, salary requirement, resume and three professional references. Unfortunately, applicants that do not include these items will not be considered for the position. The Museum will contact you if an interview is considered appropriate.