

Title: Science Educator

Full time: 1.0 FTE in Division of Education

Reports to: Presston Gabel – Business Manager/COO

Salary: DoE

Professional Responsibilities

- K-12 Education
 - Teach school groups, birthday parties, and similar informal STEAM classes
 - Schedule, stock, and maintain Mammoth Site educational kits
 - Schedule events and keep items stocked and organized
 - Maintain educational statistics
 - Participate in outreach events both on-site and off-site
 - Maintain First AID kits and AEDs
 - Transition into overseeing summer programming: Jr. Paleontology, Adv. Paleontology, and Atlatl classes
- Development
 - Develop additional classes including but not limited to potential summer camp programming – early stages, advertise and develop programming
 - Develop educational kits, programming, booklets, and curriculum development
 - Evaluate the effectiveness of educational programming
 - Build on home school networks to bring in more summer and winter classes
- Education Program Administration
 - Coordinate The Mammoth Site Educational volunteers with the Development Officer
 - Develop promotional material for Division of Education with Public Relations
 - Reach out to surrounding schools, communities and other programs to advertise and collaborate on informal STEAM education programs
 - Participate in Educational Associates Meetings and the Education/Exhibits Committee
- No research requirement
- Other duties as assigned including occasional weekend activities

Qualifications

- Must be familiar with Next Generation Science Standards and/or SD state standards or be willing to learn
- Must be familiar with Common Core Math Standard or be willing to learn
- Have teaching experience and lesson plan development (1-3 years preferred)
- Comfortable teaching and working in both the classrooms and outdoors
- Be self-motivated and well organized
- Be able to work and be productive independently as well as work effectively as part of a team
- Have strong organization skills, project management skills, and public speaking skills
- Know and use Microsoft Office programs
- At least an Associate's degree in natural science, education, geosciences, or related field
- Ability to carry 30+ pounds
- Valid U.S. driver's license