

**HEALTHWORKS KIDS' MUSEUM
JOB DESCRIPTION**

**TITLE: Health Educator 1
High Flying Kid Motivator**

REPORTS TO: President & CEO

FLSA JOB STATUS: Non-Exempt

DATE WRITTEN: June, 2015

GRADE: 3

Evaluation (Weighted) Total: 100%

Part-time Position – 10-20 hours per week including Saturdays and Sundays. This position is not eligible for benefits.

JOB SUMMARY:

Reports to the HealthWorks' President & CEO. Functions as an Educator approximately 80% of work hours and is responsible for filling in when needed. Works closely with the HW' team in maintaining, implementing and documenting educational programming and curriculum. Expert performer in at least two HW! Programs.

JOB SPECIFICATIONS:

Education and Experience

The knowledge, skills and abilities as indicated below are normally acquired through the successful completion of a high school diploma or equivalent. Ideal for those considering careers in health and education.

Knowledge & Skills

1. Requires playing well with others and being firmly grounded in a team approach and mentality.
2. Demonstrates an ability to create and present an engaging learning experience for children via dance, humor, music, performing arts, storytelling, physical education, drama, or any other creative combination of these.
3. Projects a love for children and a positive image consistent with the goals of HWSTL
4. Requires the ability to delegate, coach, and motivate adults.
5. Demonstrates strong interpersonal communication skills necessary to interact with a wide variety of clients and organizations in a variety of situations.
6. Demonstrates excellent planning and organizational skills and the ability to work independently.

Working Conditions

1. Works in an interactive children's museum environment and in the community.
2. Some travel to various community sites is required.

Physical Demands

Requires the physical ability and stamina to perform the essential functions of the position.

ESSENTIAL JOB DUTIES:

The below statements are intended to describe the essential job functions and are not to be construed as an exhaustive list of all job duties.

1. Serves as a High Flying Kid Motivator and assists with educational programming and curriculum by:

- Delivery of educational programs throughout the museum.
- Maintaining appearance and functionality of the exhibit floor while engaging visitors in educational activities.
- Working closely with the team in piloting new programs and evaluating the effectiveness of newly implemented program techniques and strategies.
- Maintaining the education program by ensuring that there are adequate supplies on hand, and that all props are in working order.
- Assists in maintaining relationships with schools.
- Maintaining pre- and post-visit communications with teachers and keeping accurate records and documentation of each visit.

2. As the “Essence of the Educators” supports the HW' team by:

- Collaborating with the HW' program development team and other HW' staff to create and implement health education programs consistent with the needs of schools, youth service agencies, businesses, families, and the broader community.
- Recommending improvements to meet the educational goals of the HW'
- Organizing the classrooms to be efficient, fun and highly workable.
- As part of the HW' team, seeking opportunities to design and provide special programs and events for the community.
- Working collaboratively with other HW' staff to ensure the success of all programs.

3. Takes the classroom out into the community by:

- Teaching regularly at local schools.
- Transforming the school classroom into an unforgettable time of HW' learning and sharing.
- Implementing unique events that bring the energy and innovation of the classroom to a fair, picnic or other community outdoor activity.

4. Performs other functions to maintain personal competence and contribute to the overall effectiveness of the department by:

- Providing excellent customer service at all times.
- Completing other job-related assignments and special projects as directed.