

JOIN OUR TEAM!

Kickstart your career at CMC!

The Children's Museum of Cleveland is now hiring a range of positions to grow our team.

We are seeking **self-starting, confident, and joyful individuals** that can be the friendly face of the museum and help us carry out our mission of promoting learning through play for all children ages 0-8.



**Children's
Museum
CLEVELAND**

Benefits & Perks Include:



**\$17/hour
starting rate**



**Casual
Dress**



**Paid vacation
& sick time**

*(Available to employees working
30 or more hours per week.)*



**Health, vision
& dental insurance**

*(Available to employees working
30 or more hours per week.)*



**Unlimited free access to
Cleveland area Museums**

(For up to 4 people.)



**Free
Parking**

Position: Educator

Compensation: \$17/hour

Qualifications:

- Experience working with children and/or experience working in an educational environment.
- Confident public speaking/teaching skills.
- Valid Ohio driver's license and access to own, reliable vehicle.
- Excellent written and oral communication skills.
- Collaborative, "can-do" mindset to work with staff across departments at the Museum.
- Self-starter who can work with minimal oversight and meet goals consistently.
- Ability to work harmoniously with and serve individuals representing a diversity of religions, gender identities, ethnicities, parenting styles, abilities, political beliefs, etc.
- Must pass a background check.
- Great communication and a team-player mentality are essential!

Schedule: Full time position, 35-40 hours per week. The weekly work schedule for this position is Monday - Friday 8:00am - 4:00pm.

Flexibility: This position may require some seasonal changes to accommodate camps and school groups. Occasional evenings and weekends will be required, with notice. In general, most shifts fall between 8am-7pm.

To Apply: Please send your resume and references to spost@cmccleveland.org. You will be contacted by email if you are selected for an interview. No phone calls, please.

Our Organization:

As a leader in Cleveland's early childhood education community, The Children's Museum of Cleveland (CMC) provides an accessible and engaging space for children ages 0-8 to learn through play. Our eight unique exhibits provide an open-ended learning environment for children to imagine, experiment, problem-solve and explore, building a strong foundation for future learning. We are an advocate for self-directed play as one of the best ways for a young child to learn. As a vital community resource, we provide experiences that can bridge a child's learning between the Museum, home, and school.

Job Summary:

Educators work as a team to lead and support open-ended, child-directed play experiences both within the Museum's exhibits and through the community. Primary responsibilities for this role include the implementation of educational programming that aligns with academic content standards and appropriate usage of the Museum's exhibit spaces. This includes but is not limited to: school/group tours, outreach, summer camps, parent and caregiver workshops, family classes, events, and other off-site programming. This role is public-facing, and requires interaction with the general public on a daily basis.

Physical Effort: Working with school groups and facilitating programming requires the ability to occasionally lift and/or move up to 50 pounds and frequent bending to pick up items off the floor, as well as some time spent sitting or standing to work at a computer and answer phone calls. Educators are on their feet the majority of the day, with much of the day spent walking and going up and down stairs.

Travel: Candidates must hold a valid Ohio driver's license, maintain active auto insurance, and have access to their own reliable vehicle. Travel is primarily within Cuyahoga County, with occasional travel to other Northeast Ohio counties. The amount of travel varies month to month based on scheduled outreach activities and typically ranges from approximately 5% to 30% of an educator's time.

Experience: Additional qualifications that are highly valued, but not required, are: knowledge of early childhood education, undergraduate degree, customer service experience, and multilingual.

Essential Duties:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Lead and teach interactive early childhood programs based on the State of Ohio learning standards, with an inquiry-based approach to learning through play. This includes program development, supply coordination, tracking metrics, program presentation, and clean up.
- Facilitate group visits, field trips, outreach, summer camps, classes, and community events.
- Work collaboratively with Education team members to create hands-on educational experiences.
- Display professional and cooperative behavior in a sometimes stressful and fast-paced environment. Possess ability to quickly adapt to changes.
- Interact with Museum guests in a confident, friendly, positive, and helpful manner.
- Have in-depth knowledge of Museum policies, exhibits, events, and programs.
- During seasonal busy times or as needed, work collaboratively with Visitor Services team members to create clean & safe Museum experiences by monitoring all public spaces for cleanliness and tidiness, including cleaning and resetting exhibit spaces, props, and eating areas.
- **ALL** positions at CMC work across departmental lines. Educators will be asked to help with exhibits, visitor services, cleaning, and programming duties as needed. Other departments are also here to help you and your team when needed!
- Other duties as assigned, particularly during busy times.

Other Duties:

This job description is not designed to contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.