

# WITTE

MUSEUM

## POSITION ANNOUNCEMENT

### ADVENTURE CLUB TEACHER - CONTRACT

#### POSITION SUMMARY

The Spring Break Adventure Club Teacher is responsible for developing lesson plans, teaching, and evaluating the Spring Break Adventure Club program at the Witte Museum for children in grades 1-2 or grades 3-5. The teacher designs and coordinates the activities, teaches the program, manages supplies for the program, and works as part of a team that includes museum staff and volunteer assistants. A half day mandatory training/orientation will be provided.

#### RESPONSIBILITIES:

- Develop creative, interactive and informal learning activities based on thematic guidelines provided by the museum staff and appropriate for **children in grades 1-2 or 3-5**
- Develop daily lessons plans that are approved by museum staff at least one month prior to the beginning of the Spring Break Adventure Club week
- Provide a one page outline of the week's activities for parents
- Work under the guidance of museum staff and with volunteer assistants
- Teach from 8:30 a.m. - 5:30 p.m. daily during the Spring Break Adventure Club week
- Manage program supplies and materials
- Set up and put away teaching supplies and materials daily during Spring Break Adventure Club week
- Adhere to Witte employee dress code and guidelines
- Evaluate and make recommendations for future programs

**Teach Spring Break Adventure Club during the week of March 15 – 19, 2010.**

#### EDUCATION:

Bachelor's degree required in education (preferred) or in related fields of science

#### EXPERIENCE AND SKILLS:

- Possess strong classroom management skills
- Possess experience working with school age children in informal settings
- Be energetic and enthusiastic
- Demonstrate strong knowledge in science
- Must be detail oriented and a self-starter

#### PHYSICAL REQUIREMENTS:

- Good physical condition
- Ability to lift 35 lbs., lift and carry items while walking and climbing stairs
- Able to work hours as necessary

The Witte Museum is an equal opportunity employer.

Closing date: February 12, 2010

Please submit resume to:

Witte Museum  
ATTN: Science Programs Associate  
3801 Broadway  
San Antonio, Texas 78209

Resumes may be faxed to:

Witte Museum  
ATTN: Science Programs Associate  
210-357-1882