

WITTE

MUSEUM

POSITION ANNOUNCEMENT

ADVENTURE CLUB TEACHER - CONTRACT

POSITION SUMMARY

The Summer Adventure Club Teacher is responsible for developing lesson plans, teaching, and evaluating the Summer 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 Summer 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 Summer Adventure Club week
- Manage program supplies and materials
- Set up and put away teaching supplies and materials daily during Summer Adventure Club week
- Adhere to Witte employee dress code and guidelines
- Evaluate and make recommendations for future programs

Teach Summer Adventure Club on selected weeks, to include:

- July 5-9 (Grades 1-2 Dinosaurs)
- July 5-9 (Grades 3-5 Dinosaurs)
- July 12-16 (Grades 1-2 South Texas Heritage)
- July 12-16 (Grades 3-5 South Texas Heritage)
- July 19-23 (Grades 1-2 Environmental Ecology)
- July 19-23 (Grades 3-5 Environmental Ecology)
- July 26-30 (Grades 1-2 Science)
- July 26-30 (Grades 3-5 Science)

EDUCATION:

Bachelor's degree required in education (preferred) or in related fields of history and 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 and history
- 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: April 30, 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