



Job Title: Education Associate (full time)

Department: Education and Interpretation

Reports to: Director of Education and Interpretation

General Summary of Qualities

The Greater Cleveland Aquarium is seeking an enthusiastic, passionate, conservation-minded individual to join the education and interpretive team. The Education Associate must have experience working with kids, foundation of science knowledge, and ability to work both individually and as part of a team. The Education Associate is primarily responsible for booking, preparing, and teaching education programs at the Aquarium.

Responsibilities

- Present on-site and off-site education programs to groups including schools, day camps, homeschool groups, scouts, and education special events
- Assist with daily education program logistics such as check in, collection of program fees, set up and clean up
- Assist the education team with program development for homeschool groups, summer groups, schools, scouts, and other special events as assigned
- Maintain, organize, and update education program supplies
- Work with the Education Coordinator to book programs and take reservations
- Send evaluation surveys to groups and track responses
- Work with the education team to train staff for education programs and tours
- Assist with the production of the education department's print and web based material

Skills, Education, and Requirements

- BA in science, education, or related field
- Experience working with students
- 2 years of experience working in an informal science institution or museum preferred
- Knowledge of State of Ohio Learning Standards and prior experience writing lesson plans preferred
- Excellent customer service, classroom management, and communication skills
- Ability to work independently on specific projects
- Willingness to learn how to handle aquatic animals and reptiles
- Comfort speaking to both small groups and large audiences
- Available to work evenings and weekends as needed

To Apply

The Aquarium is an EOE employer. To be considered for this position, please submit resume and cover letter to Erin Bauer, Director of Education and Interpretation, ebauer@greaterclevelandaquarium.com.