

Job Description
Play to Learn Facilitator



THE RALPH C. WILSON, JR.
CHILDREN'S MUSEUM

POSITION REPORTS TO
Community and Strategic Initiatives Manager

POSITION SUMMARY

Explore & More – The Ralph C. Wilson Jr. Children's Museum is dedicated to hands-on learning in the arts and sciences through seven educational play zones that highlight the Western New York Community. We serve children, caregivers and educators through Museum visits and outreach programs. Play to Learn Facilitators plays an integral role in the success of the Museum's mission.

Play to Learn Facilitators will be responsible for facilitating child/caregiver interactions with exhibits and daily programs by encouraging and modeling open-ended and multiple outcome experiences. This position is responsible for maintaining a safe, hospitable, accessible, and aesthetically pleasing environment.

Museum has as its mission to provide best-in-class play experiences where all children, families and the community can explore, learn, and develop together. Explore & More fosters and supports its commitment to equity, diversity, and inclusion.

PRIMARY RESPONSIBILITIES

FACILITATED LEARNING EXPERIENCES AND ENVIRONMENT MAINTENANCE

- Initiate and facilitate interactions with both adults and children to deepen their learning experiences during exhibit play and daily programs.
- Demonstrate a thorough understanding of Explore & More's mission, policies and learning framework including learning values of each Play Zone.
- Implement tools from staff trainings to create an environment of inclusion for all visitors, model respectful interactions, promote literacy skills and foster adult/caregiver interactions.
- Perform group visit orientations and follow up procedures, as assigned.
- Facilitate lesson plans that meet NYS and Next Generation Curriculum for visiting school groups and during outreach programs into schools, as assigned.
- Responsible for floor operations, visitor safety and exhibit readiness including but not limited to; ensuring exhibit manipulatives are properly cared for and put away and enforcing safety protocols.
- Provide excellent customer service including providing information to visitors and assisting in complaints as directed by Manager-On-Duty or other senior staff.
- Adhere to appropriate Museum dress code.

QUALIFICATIONS

- High School Diploma or Equivalent
- Degree in, or in pursuit of, Early Childhood, Elementary Education, Museum Studies, or related field-Preferred
- Experience working directly with school-aged children (informal learning environment preferred)
- Bilingual candidates a plus.
- Ability to work 10-28 hours per week weekends, nights and holidays availability required.
- Ability to convey information to people of all ages and backgrounds in a compelling way.
- Open-mindedness: ability to see things from many points of view.
- Ability to accomplish goals through collaboration with internal and outsourced relationship.
- Must pass a Background Criminal Investigation Check

Candidates must send the following to be considered: resume, cover letter, resume and salary range requirements to: Michelle Urbanczyk, CEO careers@exploreandmore.org