



ABBE MUSEUM

INSPIRING NEW LEARNING ABOUT THE WABANAKI NATIONS WITH EVERY VISIT

March 5, 2010

Application Deadline: March 19th, 2010

Position: Museum Educator

Job Description:

The museum educator is a part time position working 20 hours a week, 8 months out of each year, some evening and weekend work is required. The position reports to the Curator of Education. The pay is \$12/hour and a back ground check is required.

Duties include:

- Teaching Abbe Museum programs to school children of all ages both on-site and at schools throughout the state;
- Working with teachers, museum volunteers, and staff to schedule school programs
- Develop and administer program evaluations;
- Lead museum tours through the galleries;
- Schedule tour groups;
- Assist in the development of museum educational materials for use with school groups, in the classroom, and for teacher workshops;
- Assist in staffing some evening and weekend public programs;
- Assist in scheduling the annual calendar of programs, writing confirmations, and assembling materials;
- Assist in developing and preparing materials related to children's interactive programs;
- Other duties as assigned

Requirements:

- BA in Education, Anthropology, Native American Studies, or some related field
- Classroom teaching experience
- Knowledge of Native American history, culture, and issues
- Experience working with the public and public speaking
- Experience working with children
- Excellent communication skills- verbal and written
- Excellent organizational skills
- Ability to lift 25 lbs and move bulky objects

To apply send cover letter, resume and three reference to:

Raney Bench, Curator of Education
Abbe Museum - P.O. Box 286 - Bar Harbor, Maine 04609
or email files to educator@abbemuseum.org