

## Intern Job Description

**Title:** Summer Museum Education Intern

**Department:** Education

**Reports to:** Community Engagement Coordinator

**Position Description:** The Museum Education Intern will work alongside education staff to present fun, educational, and experience based summer camps for children ages 4-8. The Intern will actively participate in planning and delivering educational programs, and will have access to unique educational resources in a supportive work environment. During each camp the Intern will have the opportunity to develop and implement one lesson/activity based on the camp theme. In addition to summer camp, the Intern will experience daily informal educational programming and have the opportunity to learn and implement multi-disciplinary and dynamic education programs for Museum & Theatre visitors.

### Responsibilities include:

- Providing integral support for camp activities
- Designing and implementing camp lesson/activity during each camp week
- Supervision of and interacting with camp participants
- Facilitating activities (games, art projects, drama...etc.)
- Assisting with set up and prep work as needed
- Learning and leading multi-disciplinary educational programming
- Facilitating a positive play environment for children and caretakers
- Assisting education staff with daily operational tasks

### Qualifications:

- Loves spending time and interacting with children
- At least 1 year of formal or informal teaching experience with children (ages 2-10)
- Excellent communication skills with children and adults
- Ability to seek and accept supervision and guidance
- Maturity and patience

### Benefits:

- Gains meaningful educational experience working with children from 0-10 and their caretakers
- Experience working directly with a variety of educators with different teaching styles and areas of expertise
- Opportunities to create educational materials
- Learns how to implement lesson plans
- Opportunities to develop public speaking and customer service skills
- Become a part of the Children's Museum & Theatre of Maine community

### Commitment:

- Completion of 200 hours (min: 15 hours/week max: 25 hours/week)
- Most hours will be completed Monday-Friday, but some weekend hours will be expected.
- ***Please note: this is an unpaid position.***