

Posting Date: October 28, 2020
Position Title: Summer Camp Intern (Summer 2021)
Organization: Scott Family Amazeum
Department: Education
Address: 1009 Museum Way, Bentonville, AR 72712
Supervisor Name: Ashlee Bailey
Supervisor Contact: abailey@amazeum.org



TERMS OF EMPLOYMENT

- A. Background Checks: Candidates will be required to pass a criminal background screening
- B. Eligibility: Be currently enrolled undergraduate student who will be returning to college as a full time (12 credit hours) sophomore, junior or senior in the fall of 2021 - must submit written enrollment verification from their college or university confirming the student's enrollment status to United Way of Northwest Arkansas.
- C. Work Schedule & Conditions
 - a. Internship, full-time, temporary, seasonal
 - b. full time (35 hours per week) position
 - c. This position will receive all legally mandated benefits but is ineligible for Amazeum benefit programs including leave programs
 - d. Able to stand, walk, and interact with children and adults for extended periods of time
 - e. Able to lift up to 20 lbs. overhead regularly and occasionally 40 lbs.
 - f. Valid driver's license, current auto insurance, and reliable personal transportation required
 - g. Work is performed in an environment with moderate to excessive noise
 - h. Current requirements to address the spread of COVID-19
 - i. Face coverings are required while interacting with guests and working in common areas.
 - ii. Team is maintaining their 6 ft distance between guests and other team members.
 - iii. Team is expected to complete a daily symptom checker to monitor potential COVID-19 symptoms
- D. Benefits
 - a. Salary: The individual shall receive a \$3,200 salary distributed bi-monthly in equal amounts for the duration of employment
 - b. Professional Development: The United Way of Northwest Arkansas will provide an in-person orientation and three professional development opportunities to the employee

- E. Evaluations: The employee will receive an evaluation of their performance at the end of their employment from their direct supervisor. The evaluation also includes a self-evaluation and program evaluation.

SCOTT FAMILY AMAZEUM OVERVIEW

The Scott Family Amazeum is a hands-on, interactive museum in Northwest Arkansas that creates a fun environment where risk taking, imagining, problem solving, discovery, collaboration, and exploration bring children and adults together to learn and grow. The mission of the Amazeum is:

“To engage the imagination of children and their families through interactive exhibits, programs, and resources while creating an excitement for lifelong learning and the enrichment of lives.”

Through experiences with the Amazeum, individuals and the community are engaged in building relationships and developing identities as creative, curious, and innovative shapers for the region. Hands-on learning opportunities and inquiry-based discovery allow guests to exercise critical thinking and take risks in the context of play.

The Amazeum facility includes approximately 50,000 square feet of indoor space and one acre of outdoor exhibition and activity space. The exhibits and programs are multidisciplinary – based on STEAM (science, technology, engineering, arts, and mathematics) concepts– to further formal educational goals in a high-quality informal learning environment. The museum is located at the intersection of Museum Way and J Street in Bentonville, AR.

RESPONSIBILITIES

A. Position Purpose

The Education Department of the Amazeum is seeking interns for its summer camps who are enthusiastic about promoting Creativity, Curiosity, and Community. Summer camps at the Amazeum provide hands-on, STEAM-focused fun for students ages 6-14. Reporting to the Educational Programs Manager, and working closely with the Programs Educator team and Camp Coordinator, the Summer Camp Intern will be the secondary educator in each summer camp. The Summer Camp Intern will teach and facilitate curriculum and activities during the Amazeum’s seven weeks of 2021 summer camps.

As key representatives of the Amazeum to the public, Summer Camp Interns will also work as a team to provide excellent customer service, ensure a safe and hygienic space, and help evaluate and improve summer camps.

B. Duties

- a. Teaching & Facilitation
 - Provide supporting facilitation for the lead educator during summer camps
 - Respond knowledgeably to questions and follows curriculum for camp days
 - Help monitor and adjust the content and execution of camp activities to improve the quality and experience for the campers
 - Assist lead educators with redirection techniques for campers

- b. Curriculum & Activity Development
 - Assist with keeping activities and environment of the camp in alignment with Amazeum's guiding principles
 - Create weekly slideshows for each camp that highlight the camp activity of the week

- c. Materials & Equipment Management
 - Ensure a safe and hygienic space; reset learning spaces between camps
 - Assist Programs Educators with organizing and preparing materials for use in camps

- d. Project Development
 - Conduct an audit of summer camp to help the Amazeum create a more inclusive and diverse camp learning environment. Evaluate the educators teaching styles, camp materials, presentation of activities, and environmental features of camp.
 - Create a presentation for the Amazeum team about camp finds and suggestions for creating a more welcoming camp environment.

- e. General Duties
 - The responsibilities listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. The Amazeum reserves the right to revise or change position duties and responsibilities as necessary to accommodate changing organizational needs.

C. Community Impact

- a. Inspiring campers to be curious about STEAM (Science, Technology, Engineering, Art and Math)

- b. Boost campers, ages 6-14, interest to seek out other opportunities in STEAM areas, including future careers
- c. Passion for creating learning experiences that are accessible to everyone in the community
- d. Create a learning environment for campers to develop 21 century skills, like problem solving, collaboration, and communication. The intern will model these skills and work directly with campers to practice these skills.
- e. Modeling the importance of play through camp activities and experiments
- f. Through modeling and leadership, the intern will help build a better understanding for STEAM concepts for campers so they can continue to be curious and explore ideas at home and school.

Qualifications

A. Education and Work Experience

- a. High school diploma or GED; required
- b. Full time undergraduate student
- c. 1 year teaching experience in a museum or non traditional setting is preferred
- d. Basic understanding of STEAM disciplines
- e. Minimum age of 18 years at time of hire

B. Technical Skills

- a. Strong verbal communication skills with emphasis on public speaking and presenting information to diverse audiences in an engaging and compelling fashion
- b. Ability to organize time effectively and manage multiple tasks simultaneously
- c. Strong attention to detail
- d. Strong teaching and facilitation skills adaptable to developmental levels and different learning styles
- e. Basic understanding of Diversity, Equity, Accessibility and Inclusion (DEAI) practices
- f. Preference will be given to applicants with bilingual ability; conversational Spanish is a plus

C. Learning Inclinations

- a. Proven ability to work within a team environment
- b. Familiarity with inquiry and constructivist-based educational pedagogies
- c. Strategic thinker and able to problem solve effectively under pressure

- d. Understand the subtleties of non-verbal cues and the ability to respond to campers appropriately

D. Attitudinal Qualifications

- a. Demonstrate curiosity and passion for learning, with an excitement for new challenges
- b. Energetic, dependable, and personable; enjoy working with children and adults
- c. Excellent team player with positive attitude
- d. Comfortable being silly and playful; fun-spirited
- e. Highly respectful in speech, actions, and demeanor
- f. Commitment to the Amazeum's mission

LEARNING OBJECTIVES

A. Career Development

- a. Utilize their understanding of education practices and management to facilitate and teach camp curriculum and create specialized instruction for individual campers
- b. Build awareness in the education field of Diversity, Equity, Accessibility and Inclusion (DEAI) by continuing to draw attention to the issues
- c. Access to a myriad of educational tools to enhance learning and development when creating curriculum
- d. Child development observations and facilitation

B. Skill Development

- a. Develop a deeper understanding of Diversity, Equity, Accessibility and Inclusion (DEAI) needs within Northwest Arkansas
- b. Learn to adapt curriculum, facilitate strategies and environment to a child's individual learning style
- c. Enhance the intern's communication skills when speaking to a variety of stakeholders (i.e. campers, parents, Amazeum Team, etc.)
- d. Develop observation skills when working as part of a team and individually with children
- e. Organizational skills needed to design and implement an educational program

C. Personal Growth and Development

- a. Improve critical thinking skills in an ever-changing, fast-paced environment
- b. Increase confidence when working with children and the public
- c. Gain experience facilitating in an informal learning environment where the campers explorations and interests lead the direction of camp each day
- d. Practice patience when working with a diverse group of people

SIGNATURE

	Ashlee Bailey
Employee Name	Supervisor Name
	
Employee Signature	Supervisor Signature
	October 23, 2020
Signature Date	Signature Date