

## Discovery Center Museum

Position Title: STEM Activity Facilitator, STEM for Success After School Program

Reports to: Education Program Coordinator

### Program Overview and Job Summary

The Discovery Center Museum's STEM for Success After School Program is held at local Rockford Public School District Elementary Schools. The STEM Activity Facilitators will work onsite (2 per session) to implement the program activities to participants.

The STEM Activity Facilitators are responsible for facilitating engaging STEM activities with groups of children and implementing the STEM for Success curriculum.

Main Areas of Focus:

90% Program Facilitation

5% Activity Setup/Clean up

5% Administrative duties

### Essential Duties & Responsibilities

- Facilitate after school STEM activities
- Supervise a diverse group of elementary age students
- Interact with program participants, site group leaders, and site coordinators with a high level of energy and enthusiasm
- Work collaboratively and professionally with colleagues
- Maintain high standards of health and safety
- Attend all staff meetings and trainings as assigned
- Other duties as assigned

### Knowledge, Skills & Abilities

- Have an interest in and the ability to work with children
- Strong work ethic
- Interpret a variety of instructions furnished in written or oral form
- Multi-task efficiently while maintaining a workload in a fast-paced, changing environment
- Superior customer service skills with the ability to be creative and flexible
- Strong communication skills
- Effectively interact with people of diverse backgrounds and different levels of experience
- Ability to work in a busy environment with many distractions
- Ability to track information