



**Union Station Kansas City, Inc.
Position Description**

Title: Educator (full time)
Department: Science City
Reports to: Education Supervisor

Job Summary

Science City Educators are the public face of Science City (SC, the City), and are a valuable member of the Union Station team. SC Educators help set the tone for visitor interactions and are expected to contribute to a positive, collaborative culture that is conducive to active learning and exploration. Educators work in the City greeting visitors and engaging them in activities, and are required to be approachable, outgoing and engaged with the public while in uniform. Science City Educators assist guests in becoming familiar with exhibits and activities, encourage visitors to experiment, ask questions and provide answers to questions from guests. SC Educators lead activities in Science City and offsite, including creating and delivering educational programs and science demonstrations, facilitating permanent exhibits, developing science content, staffing Science City floor, special events and overnights, and helping assess overall visitor experience. All SC Educators work together to create engaging learning experiences that encourage a sense of wonder and discovery in children of all ages!

Educators are responsible for creating programming with an internal team, on their own, and occasionally in collaboration with community partners. These expectations involve working on the floor of the science center, leading and/or supporting program facilitation, designing imaginative learning experiences, articulating program objectives, and developing learning guides to train volunteers and other collaborators in how to facilitate the programs.

Essential Duties and Responsibilities:

- Responsible for developing and delivering Science City programming and engaging guests in hands-on activities and demonstrations.
- Create, revise and refresh Science City programming and content as needed.
- Seek out and engage guests in exploration, experimentation, and conversation
- Stays current in science and education related to Science City's content and exhibits.
- Engage with guests in a welcoming, courteous, and professional manner.
- Provide excellent customer service throughout Science City and Union Station.
- Ensure safety standards are followed at all times, including careful redirection of guests as needed and assistance with first aid as needed.
- Support the operations of Science City and Union Station including staffing the science center floor, staffing special events, and enhancing the overall visitor experience.
- Assist with the training of new education team members.
- Demonstrates commitment to Union Station's vision, mission and goals.
- Attends all staff meetings and trainings as required.
- Must be able to work flexible hours including early mornings, nights and weekends as necessary and follows the daily schedule as assigned.
- Other duties as assigned.

Please note that the above job description is not all inclusive of actual job duties and is meant to give an applicant a basic summary of the job opportunity being offered.

Qualifications

- Display an outgoing, enthusiastic and friendly personality.
- Be a motivated self-starter who works independently in a proactive manner -- without constant supervision.
- Excellent verbal and written communication skills -- the ability to clearly and effectively communicate with a wide variety of audiences including guests, co-workers, children, teachers, parents/caregivers, community members and management.
- Ability to work collaboratively with the Science City Education team.
- Be able to engage positively with diverse staff and guests.
- Be able to react positively to a rapidly changing environment and make good decisions under pressure.
- Hold a bachelor's degree or be pursuing a degree in science, education, communication or a related field. Or hold an associate's degree and have relevant experience.
- Be a minimum of 18 years of age at the date of hire and able to perform each essential duty satisfactorily.
- Experience teaching informally or in a classroom setting. (preferred)
- Have a working knowledge of science and engineering process skills. (preferred)
- Experience working with diverse groups and communities. (preferred)
- Have some experience in customer service. (preferred)
- Possess fluency in multiple languages (preferred)
- Experience in public speaking. (preferred)
- Be willing to learn and practice proper animal care, including cleaning and feeding. (preferred)

Requirements

- Learn operation of all Science City exhibits and spaces. The work environment will often be loud, will include working in confined spaces and will include working outdoors on some days.
- Be available to work one weekend day consistently and work occasional holidays, special events, evenings, overnights and additional weekend time.
- Work on one's feet for long periods of time.
- Be punctual and regular in attendance regardless of assigned shifts.
- Lift up to 25 pounds.
- Conform to required dress code and/or uniform.
- Hold a valid driver's license.

*Union Station Kansas City is committed to employing a drug-free and diverse work force.
EOE M/F/D*

To Apply: Email your résumé and cover letter to: employment@unionstation.org

Or send resume and cover letter to:

Union Station Kansas City
Human Resources Department
30 W. Pershing Road, Suite 400
Kansas City, MO 64108-2422