



## Science & Technology Educator

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**Department:** 1130

**FLSA Status:** Exempt

**Grade/Level:**

**Job Type:**

**Job Status:** Full Time

**Reports To:** Director of Education

**Amount of Travel Required:** Occasional

**Positions Supervised:** PT Discovery Leaders

### POSITION SUMMARY

Develop and deliver engaging, creative and educational programs and presentations related to a wide range of science and astronomy. The Science & Technology Educator must possess the passion and basic knowledge of fundamental scientific concepts to explain to the general public and school students in understandable and exciting ways. The Educator will develop and deliver astronomy presentations using a state of the art planetarium system and provide topical public discussions and presentations about current science and space development. The Educator will actively engage in delivering outreach presentations within the Community and the State. This position reports to the Director of Education and the President.

### Essential Functions Statement(s)

- Develop science & technology programs to be delivered to a variety of audiences including school groups, general public and topic-interested audiences.
- Develop Astronomy CPT shows using sophisticated astronomy presentation tools to engage audiences in exciting, accessible and current demonstrations, shows and talks about the universe, current astronomy and space news.
- Interact with the public on regular basis by facilitating gallery exhibits, impromptu presentations and bringing science and technology to life.
- Lead science and technology events such as Engineering Week.
- Co-Lead the development of science and technology camps with other Education team members and focus on technology related camps such as the Robotics Academy.
- Participate in the development and prototyping of new exhibits as needed for both permanent and temporary installations.
- Assist in recruiting, training and supervising part-time Discovery Leaders.

### POSITION QUALIFICATIONS

**Education:** Post-Secondary Degree in science with concentration in physical sciences (four year college or technical school)

**Experience:** Experience in public interaction and presentation on related topics and ability to connect with the general public and diverse age groups. Passion for science, astronomy, technology and an interest in current scientific and technology news.

**Computer Skills:** Proficiency in computers and use of various software programs including MS Office (Word, Excel, Outlook, etc.).

## **Competency Statement(s)**

Accuracy - Ability to perform work accurately and thoroughly.

Ambition - The drive to achieve personal advancement.

Assertiveness - Ability to act in a self-confident manner to facilitate completion of a work assignment or to defend a position or idea.

Business Acumen - Ability to grasp and understand business concepts and issues.

Communication, Oral - Ability to communicate effectively with others using the spoken word.

Communication, Written - Ability to communicate in writing clearly and concisely.

Consensus Building - Ability to bring about group solidarity to achieve a goal.

Creative - Ability to think in such a way as to produce a new concept or idea.

Customer Oriented - Ability to take care of the customers' needs while following company procedures.

Decision Making - Ability to make critical decisions while following company procedures.

Detail Oriented - Ability to pay attention to the minute details of a project or task.

Energetic - Ability to work at a sustained pace and produce quality work.

Enthusiastic - Ability to bring energy to the performance of a task.

Financial Aptitude - Ability to understand and explain economic and accounting information, prepare and manage budgets, and make sound long-term investment decisions.

Friendly - Ability to exhibit a cheerful demeanor toward others.

Initiative - Ability to make decisions or take actions to solve a problem or reach a goal.

Interpersonal - Ability to get along well with a variety of personalities and individuals.

Motivation - Ability to inspire oneself and others to reach a goal and/or perform to the best of their ability.

Organized - Possessing the trait of being organized or following a systematic method of performing a task.

Management Skills - Ability to organize and direct oneself and effectively supervise others.

Persistence - Ability to complete tasks or continue in a course of action in spite of opposition or discouragement.

Persuasive - Ability to influence others to change position or to adopt a specific point of view.

Relationship Building - Ability to effectively build relationships with customers and co-workers.

## **SKILLS & ABILITIES**

**Other Requirements:** Broad knowledge base and expertise in the areas of arts and science, technology and astronomy. Understanding of the points of intersection between specialized fields of education technology and arts and science disciplines a plus; Ability to define and realize abstract goals; Ability to see possibilities, connections and to think outside traditional paradigms; Familiarity with internet applications and satellite technologies; The ability to work within a community of art groups and science groups, and to provide leadership, motivation, encouragement and guidance; Strong personal consensus-building skills and experience working with diverse groups of instructors, artists, volunteers, cultural and educational organizations/institutions and the community at large; Excellent written and oral communication skills and the ability to represent the Clay Center to external groups.

## PHYSICAL DEMANDS

N (Not Applicable) Activity is not applicable to this position.  
O (Occasionally) Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)  
F (Frequently) Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)  
C (Constantly) Position requires this activity more than 66% of the time (5.5+ hrs/day)

### Physical Demands

Stand	O	<b>Lift/Carry</b>	
Walk	O	10 lbs or less	O
Sit	O	11-20 lbs	O
Manually Manipulate	O	21-50 lbs	O
Grasp	O	51-100 lbs	N
Reach Outward	O	Over 100 lbs	N
Reach Above Shoulder	O		
Speak	F	<b>Push/Pul</b>	
Climb	O	12 lbs or less	O
Crawl	O	13-25 lbs	O
Squat or Kneel	O	26-40 lbs	N
Bend	O	41-100 lbs	N

## WORK ENVIRONMENT

Indoors-Climature Controlled

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign tasks for the employee to perform, as the company may deem appropriate.