

## **Planetarium Educator – Part Time**

Reports to: Curator of Science & Planetarium Director

Status: Part Time

Hours of Work: 5-15 hours per week, weekend days and some nights required

Supervises: none

**Job Summary:** The Planetarium Educator presents planetarium shows for the general public, school audiences, and special events. Assists the Curator of Science with projects related to exhibitions and collections.

### **Essential Responsibilities:**

- Present planetarium shows of all varieties, including live star talks, live solar system and universe presentations, prerecorded shows, school group lessons, and special events.
- Collect contacts for and maintain database of planetarium email list
- Keep up to date with latest space missions and astronomy news – become an astronomy expert who can share information easily with the public.
- Assist in maintenance of planetarium computers and equipment
- Assist the Curator of Science with projects related to exhibitions and collections.

### **Job Qualifications:**

- Excellent public speaking and storytelling skills
- Astronomy knowledge, enthusiasm and ability to learn astronomy content quickly
- High level of competency as a user of computers and technology
- Experience with a nonprofit environment preferred
- Ability to work weekends, some evenings, and holidays
- Light computer maintenance knowledge preferred
- Ability to travel to and from job location
- Good writing skills
- Ability to work independently, or with a team as circumstances demand, to complete projects and organize events

### **Essential functions (ADA):**

- Repetitive motion. Substantial movements (motions) of the wrists, hands, and/or fingers.
- Exerting up to 20 pounds regularly, up to 30 pounds of force occasionally and/or the force necessary to lift, carry, push, pull or otherwise move objects.
- Ability to climb stairs and/or ladders.
- Ability to stand/walk for up to 4 hours at a time during special events or assignments.
- Visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned. Must be able to function in a dark environment, in order to operate planetarium equipment and move about in the Dome in the dark.



This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee, and may include other duties as assigned.

Reviewed by: \_\_\_\_\_  
(Employee name, please print)

Employee: \_\_\_\_\_ Date: \_\_\_\_\_  
(signature)

### Mission

The only multidisciplinary museum of its kind in the nation, the Peoria Riverfront Museum is a community of visionary people dedicated to using art, science, history and achievement to inspire confidence, create a culture of life-long learning, and unleash the full talent and genius of every individual. The museum community is comprised of public visitors & members, board & advisory councils, Visionary Society donors & sponsors, civic leaders & community collaborators, students & educators, innovators & entrepreneurs, and volunteers & staff.