**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. This position primarily works on weekends. 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
* 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.