

Museum Educator/Physics Coordinator

The Museum Educator/Physics Coordinator is responsible for developing and facilitating all aspects of Physics programming as well as material upkeep and acquisition for current and future programs as directed by the Head of Astronomy/Web Coordinator. Will also be responsible for demonstrated knowledge of current trends in teaching, state required benchmarks and state testing. Will be responsible for developing new Cranbrook Institute of Science-specific methods that encourage the development of teaching skills for volunteer staff, part time staff and for the recruitment and oversight of volunteers. Responsibilities include, but are not limited to: Develop and deliver physics programs for the Astronomy Department. Train all part-time staff as well as volunteers in facilitation of programs. Assist Head of Astronomy/Web Coordinator with the program budget and help to oversee the inventory and procurement of all materials used in the program. Assist Head of Astronomy/Web Coordinator to develop an ongoing dialog with professional/consulting contracted staff for continued development of programs. Prepare classrooms, creating an inviting atmosphere in which to teach/learn. Develop concepts for teacher training sessions. Present other programs, including homeschool, special events, holiday events and other programs. Participate in developing and presenting programming in the Acheson Planetarium and Acheson Mobile Planetarium.

Requirements: In-depth knowledge of physics. A minimum of 3 years of experience developing curriculum for and teaching a variety of ages, either formal or informal. Undergraduate degree in science required (undergraduate degree in teaching with physics certification preferred). Demonstrated knowledge of current trends in teaching and state-required benchmarking and testing. Strong communication and organizational skills. Willing to try new ideas to keep up with current developments in teacher education. Enthusiasm for the subject and an eagerness to share that enthusiasm with learners of all ages. Proficiency in Word, Excel and PowerPoint required. A valid Michigan driver's license with a satisfactory driving record is required. For consideration, please submit a cover letter, resume and completed Employee Application to: Cranbrook – HR, P.O. Box 801, Bloomfield Hills, MI 48303-0801, or fax to (248) 645-3014, or email humanresources@cranbrook.edu. Our Employee Application can be downloaded from this [Employment Page](#).