



We're Hiring:

# Museum Educator

The Downers Grove Park District is searching for: Museum Educator



## OUR MISSION

Enriching our community through natural areas preservation and exceptional recreational programs, parks and facilities that inspire memorable experiences.



## OUR VISION

To be the community resource encouraging PLAY for L.I.F.E.

Leadership. Imagination. Fulfillment. Enjoyment



## OUR CULTURE

We believe in a culture where our team members are respected, valued and appreciated. Flexibility in one's life is understood and work-life balance is respected. Innovative thinking is expected and encouraged lacking fear of failure. It is understood that through hard work the organization is committed to assisting in career development. We believe success relates directly to intention, effort and progress.



## OUR CORE VALUES

- **PROFESSIONALISM**  
Committed to fostering a supportive culture that develops, empowers, respects and appreciates residents, volunteers, and staff.
- **INTEGRITY**  
Serving consistently, openly, and honestly.
- **SAFETY**  
Emphasizing a fun environment where residents and staff feel socially, emotionally, and physically secure.
- **AMBITION**  
Leaders in exploring and creating innovative opportunities based on evolving needs and trends.
- **RESPONSIBILITY**  
Preserving and maximizing community resources and partnerships through historical, environmental and fiscal stewardship.

Learn more about Downers Grove Park District at [www.dgparks.org](http://www.dgparks.org) ►



## Why, you ask?

The Downers Grove Museum is seeking a Museum Educator to facilitate educational programs for all ages at the Museum. This position is part of a fun, enthusiastic and passionate team of museum professionals. This position is responsible for the implementation of general programming, school programs, special events and interpretive tours. This is a permanent, part-time position up to 20 hours per week.



## The Ideal Candidate

Candidates should demonstrate a genuine passion for history education and enthusiasm for working with people. This team member should possess a positive and enthusiastic attitude, be reliable and dependable, have effective communication skills, have a team mentality, provide exceptional customer service, be flexible and adapt easily, have a sense of humor, be creative and open-minded, show passion for what we do, and be trustworthy.



## Work Environment/Physical Demands/Expected Hours of Work

This team member will operate in a dynamic and energetic environment, where innovative thinking towards achieving common success is appreciated and expected. Work will take place primarily indoors in office and museum settings. Some work outdoors may be required. This is a year-round permanent part-time position with a flexible schedule. The Museum Educator will work with a team of museum staff and volunteers and have a variety of responsibilities including developing and preparing for programs, staffing the Museum front desk, assisting the Museum Curator with exhibit development, and maintaining accurate records. Evenings and weekends required.



## Preferred Education and Experience

Two years of coursework in History, Anthropology, Museum Studies, Education, or a closely related field preferred. Two years of education and programming experience preferred. Demonstrated teamwork, problem solving, planning and project management skills required. Excellent communication, public speaking and writing skills. This position requires work outside of normal business hours, including evenings and weekends. Must have a valid Illinois Driver's license. This is a permanent part-time position with approximately 20 hours per week.



## Are we the right fit for you....?

Do our Mission, Vision, Values, and Culture fit your life style? Do you meet the competencies for this job and want to work with others who have the same values? If so, then we are where you belong. Come join us and let's enrich the community of Downers Grove together.

Check out our [website](#) and [Instagram](#) for more about who we are and what we do at the Downers Grove Museum.



## How to Apply:

Applications are only accepted through our online jobs portal - create a profile and submit your application at [www.dgparks.org/jobs](http://www.dgparks.org/jobs)

[View the full legal job description here](#) ►