Afterschool Assistant Teacher

Afterschool Assistant Teacher Summary: The Mississippi Children’s Museum-Meridian (MCMM) is looking for energetic, outgoing individuals who want to work in a fun, educational, fast-paced environment helping bring out superior afterschool experiences. This individual must provide a high profile, enthusiastic presence, engage children in proper play, and help keep museum galleries tidy and clean during rotations and once children are with their parents. This is a part-time position requiring approximately 16 hours of commitment per week from 2:30 pm to 5:30 pm Monday/Tuesday/Thursday/Friday and 1:30-5:30pm on Wednesday. The school calendar may dictate some specific day changes.

Responsibilities:

• Submit daily attendance records.
• Ensure safety and supervision of a group of up to 15 children.
• Monitor and take part in the activities for and with the children.
• Facilitate programming when needed.
• Communicate with museum staff and guests in a professional and courteous manner.
• Help and encourage children with their homework and academic enrichment activities.
• Always keep a positive attitude and personality with all children.
• Enforce safety rules and ensure practices are followed as they relate to children and staff.

Qualifications and Skills:

• Ability to be a positive influence on children.
• Flexible day-to-day schedule and routine.
• Experience working or volunteering directly with children in an educational or professional setting.
• Excellent interpersonal and verbal communication skills.
• Commitment to customer service, excellence, and teamwork.
• Ability to communicate effectively, motivate children, and lead groups.
• Ability to respond to safety and emergency situations.
• Must successfully pass fingerprinting and background checks.

Hours:
Monday/Tuesday/Thursday/Friday 2:30-5:30 pm and Wednesday 1:30-5:30pm
Following Meridian Public School District calendar

The Mississippi Children’s Museum is a 501(C)(3) organization with the mission to create unparalleled experiences to inspire excellence and a lifelong joy of learning. Management reserves the right to modify, delete, and/or add additional expectations to meet the needs of the Mississippi Children’s Museum as necessary.

3/21/23