



Afterschool Counselor

Summary: The Mississippi Children's Museum 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 when children are with their parents. This is a part-time position requiring approximately 15 hours of commitment per week.

Responsibilities:

- Ensure safety and supervision of a group of up to fifteen children.
- Follow a daily schedule in a positive and timely manner.
- Monitor and participate in the activities for and with the children.
- Communicate with museum staff and guests in a professional and courteous manner.
- Help and encourage children with their homework and academic enrichment activities.
- Exhibit a positive attitude and personality with all children.
- Enforce safety rules and ensure the museum's practices and policies are followed as they relate to children and staff.

Qualifications and Skills:

- Ability to be a positive influence on children.
- 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-Friday, 2:30 p.m. to 5:30 p.m. most weeks following the Jackson Public School District schedule. The school calendar may dictate some specific day changes.
- There are two evening staff meetings, November and February, and two family evening events in October and April.

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.