



Intern Position Description

<u>Position Title:</u>	Early Learners Education Intern
<u>Department:</u>	Early Learners Education Development
<u>Classification:</u>	Non-paid internship and does not require academic credit
<u>Reports To:</u>	Education team

The mission of Thinkery is to create innovative learning experiences that equip and inspire the next generation of creative problem solvers. For more information about Thinkery, check out www.thinkeryaustin.org.

Position Summary:

In this position the intern will be assisting with the implementation of public programs and activities, launching new programs, activity development, evaluation and assessment and working directly with children and families. Additional tasks may include preparing written work that support STEAM (science, technology, engineering, arts, and mathematics) learning, facilitating gallery activities and other learning experiences at the Thinkery.

This internship will provide the student with practical experience teaching and developing curriculum in the museum setting. They will have the opportunity to work with a well-respected informal education institution and learn the behind the scenes workings of a successful children's museum. For more information about the museum see www.thinkeryaustin.org

Major Responsibilities:

- Assist with researching, developing and implementing educational programs for a variety of audiences. This may include:
 - Creating lesson plans and assisting in the design of public programming
 - Evaluating and measuring success of Thinkery programs.
 - Developing curriculum focused on STEAM and creative problem solving
 - Delivering program directly to visitors
 - Attending and assisting with volunteers and staff training, to present information and successfully engage visitors in activities and programs
 - Communicating logistics and collaborating with museum partners
- Assist supervisor in creating innovative programs through partaking in ideation, creation, and logistics management.
- Assist with materials preparation and organization
- Assist with the evaluation of programs and exhibits. This includes collecting data through testing, observation, research and survey in an informal setting.
- Assist with promotion of applicable programs.
- Serve as role models and offer guidance to youth volunteers.
- Ensure the safety and interact with visitors in the museum.
- Attend and assist with applicable museum special events.
- Intern will be assigned a project in one area. Areas may include, but are not limited to: early learners, community outreach, STEAM curriculum development, maker program development, science nights, school programs, and gallery refinement.

Qualifications Experience/Knowledge, Skills and Abilities

- Commitment to and enthusiasm for the mission of the Thinkery.
- Experience working directly with young children and the adults in their lives.
- Confidence working with children of all race, gender and ability.



- Strong interpersonal skills.
- Confidence in working independently as well as with a team.
- Competency in multitasking and time management.
- Desire to create and collaborate on curriculum development with limited guidance
- Positive attitude and lots of energy.
- Interns must have a high school diploma or GED. All interns must be 18 years of age or older.

Schedule: Schedule is 10-30 hours/week, hours typically fall between 8am and 5pm on weekdays
Internship Length: Varies. Dates would fall somewhere between January and May but are open to negotiation.