

**Museum Educator – L C Bates Museum  
Good Will-Hinckley  
Hinckley, ME**

**Good Will-Hinckley** is seeking a Museum Educator, to work up to 29 hours per week. This position primarily involves working with children and families in presenting natural history programs at the L.C. Bates Museum, schools, libraries, and summer camp programs but also involves working in all aspects of the Museum including greeting visitors and presenting tours, preparing exhibitions, organizing educational materials and supplies, cleaning, and archival work.

**Qualifications of the Museum Educator:**

- Knowledge and /or interest in the field of Maine Natural History, wildlife, and environments.
- Excellent communication and interpersonal skills.
- High school diploma, Associated degree preferred.
- Satisfactory reference and background checks.
- Must have a valid Maine driver's license.

**Benefits of the Job:**

- Hourly rate \$17.00
- Maine Earned Paid Leave

**Responsibilities of the Museum Educator:**

- Prepare materials for scheduled school and community presentations.
- Assist with scheduling community outreach and presentations.
- Assist with Summer Camp programs.
- Assist in Museum gift shop.
- Create an atmosphere conducive to learning
- Maintain discipline and order in the Museum as needed.
- Communicate effectively with students and other Museum visitors.
- Work cooperatively with teachers and other staff members.
- Coordination of archival work with the Museum as needed.
- Coordination of special projects as appropriate.
- Cleaning duties as assigned.
- Observe Museum rules.
- Ensure that a safe environment is maintained in the workplace by adhering to all safety rules and requirements. Report any safety hazards to immediate supervisor.
- Demonstrates awareness and sensitivity to the cultural and socioeconomic characteristics of the service population.
- Other duties as assigned.

Interested applicants please submit a cover letter, updated resume and GWH Employment application, which can be downloaded from our employment page at <https://www.gwh.org/employment-opportunities> via e-mail to [hr@gwh.org](mailto:hr@gwh.org) or mail to Human Resources, PO Box 159, Hinckley, ME 04944. Please reference "Museum Educator" in your correspondence.

We are an equal opportunity employer.