



## **Fall 2019 Education Internship at the Children's Creativity Museum**

### **Organizational Description:**

The Children's Creativity Museum in San Francisco is an innovative art and technology experience for children ages 2-12 and their families. Our mission is to nurture creativity and collaboration in all children and families. We believe that creative expression, innovation, and critical thinking are core to fostering the next generation.

### **Commitment:**

- Minimum 14 hours per week (9:00- 4:30 two days per week)
- Orientation is Tuesday, September 10th
- The first day is Wednesday, September 11th
- Applicants must be able to commit to the full internship from Tuesday, September 10th through December 16th, 2019
- Tuesdays from 9:00-4:30 are mandatory along with at least one other full day during the week (or two half days)

### **Compensation:**

- Unpaid: college credit when applicable

### **General Responsibilities:**

- Facilitate the Field Trip experience for children ages Pre K--8th grade in our multimedia exhibit spaces
- Work with Educators and Volunteers during General Admission hours to teach basic, intermediate and advanced art and technology skills to youth and families
- Prepare, maintain and troubleshoot equipment and supplies in the exhibit/production areas; identify and report the status of exhibits and supplies
- Responsible for opening and closing the museum floor and reporting on all issues related to running the museum

### **Minimum Qualifications:**

- Strong interest in art, education, museum studies, or media studies strongly desired
- Experience working with children
- Good computer skills on both Macs and PCs, working knowledge of media arts applications and the ability to learn and teach new software
- Strong written and oral communication skills
- Fluency in Spanish, Mandarin, Cantonese, or Tagalog a plus
- Experience working with families and community groups, particularly in the San Francisco Bay Area strongly desired
- Must have earned or currently be pursuing a Bachelor's degree

**Benefits of the Internship:**

- Hands-on teaching experience with children ages 2-12
- College Credit (where applicable)
- Experience facilitating CCM's hands-on, interactive museum exhibit spaces
- A chance to learn about Museum operations and programming
- Build personal and professional creative confidence
- Training and support in learning how to take the lead in field trips and/or workshops
- Experience working in a leading Children's Museum and learning best practices
- Learn how to teach and create projects using stop-motion animation, green screen technology, Blockly & more
- A creative, fast-paced and collaborative work environment, surrounded by fun and innovative coworkers
- Regular one-on-one meetings with a Mentor from CCM's Education Team to support professional growth
- 25+ professional development trainings focused on informal teaching and learning strategies, museum exhibit spaces, customer service, stages of child development, behavior management, creative problem-solving, CCM's educational philosophy, and more
- Hone public speaking and interpersonal skills
- Become part of a world-wide network of professionals

**Application Process:**

Please go to <http://creativity.org/programs/application-education-internship-program/> and fill out the online application.

- Fall intern applications will be accepted on a rolling basis starting July 15th, 2019
- The last day to apply is Monday, September 2nd 2019
- Promising applicants will be invited for an interview and tour of the Children's Creativity Museum
- Orientation will be Tuesday, September 10th

Applicants must be able to commit to the full internship from Tuesday, September 10th through December 16th, 2019. Tuesdays from 9:00am-4: 30 pm are mandatory, along with a minimum of one other full day between Wednesday - Sunday (or two half days).