Title: School Programs Facilitator (2 positions available)
Time Commitment: Seasonal Temporary Part-time 18 hours per week
Department: Programs and Interpretation
Reports to: Student Engagement Coordinator
Position Start Date: May 15, 2018
Position End Date: August 17, 2018

Background:
The Garfield Park Conservatory Alliance (GPCA) is a community oriented non-profit organization involved in a unique partnership with the Chicago Park District and its historic plant conservatory. The Department of Programs and Interpretation supports the mission of the Garfield Park Conservatory Alliance by connecting people to nature, and is dedicated to developing, implementing, and facilitating a heightened interest and deeper understanding of the plant world, both inside and beyond the Conservatory’s glass walls. We believe this plant centered environment fosters a deeper respect for family, community, environmental awareness, and stewardship of the planet, and encourages life-long learners.

Position Description:
Facilitator will facilitate and help prepare educational programs for school aged groups at the Garfield Park Conservatory. Facilitator will engage in meaningful interactions with school groups and will interpret the plant collection to visitors of all ages. Hours are 9:00am to 1:30pm Tuesday through Friday.

Position Responsibilities:
1. Facilitate group orientations to the Conservatory.
2. Assist Urban Roots summer teen program as needed.
3. Assist with data entry for group attendance and tracking.
4. Work with department staff in the preparation, facilitation and clean-up of special event-based activities as needed.
5. Other tasks as assigned.

Qualifications:
Applicant should have an interest in museum-based/informal community-based programming. Applicants having experience in Elementary or Middle School Education or Arts Education a plus. Spanish or other foreign language abilities a plus. Must feel comfortable addressing groups of students and teachers ranging in age from 4 to 14 on a regular basis. Must be a strong charismatic face for our organization, be creative, enjoy and excel at direct service, and be able to meet the diverse needs of our visitors. To apply send your resume to hr@garfieldpark.org by April 27, 2018. Indicate the position that you are applying for in the subject line.