



zeum

POSITION ANNOUNCEMENT

Position Title: Education Intern
Reports To: Education Coordinator
Status: Unpaid Intern
Commitment: 8 hours per week, minimum of 3 months (Wednesday-Friday)
Date Posted: February 8, 2009
Start Date: ASAP
Compensation: Unpaid/college credit when applicable.

Organizational Description:

Zeum is a non-profit multimedia arts and technology museum with a mission to foster creativity and innovation in young people of all backgrounds, communities and learning styles. By providing hands-on experiences in four core creative processes (animation, sound and video production, live performance and visual arts), we encourage youth to share their stories, build their voices, and use multimedia tools for creative self-expression.

Position Description:

Education Interns facilitate an interactive learning experience for visitors of all ages, backgrounds and learning styles in Zeum's hands-on participatory environment. Education Interns work with the general admission visitors to guide and enhance Zeum's exhibits.

Responsibilities:

- Assist in the implementation of Zeum's exhibits and programs: ensure that all programs are effectively and efficiently delivered to youth and their families for a positive visitor experience, and assist the program facilitators responsible for teaching 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 status of exhibits and supplies.
- Set up and clean up workshop rooms according to Zeum procedures.
- Other related duties as assigned.

Minimum Qualifications:

- Current enrollment in a bachelor's program in education, childhood development, art or media studies required.
- Experience working with kids ages 4-12 strongly desired.
- Classroom experience with K-12 students preferred.
- Must love working, playing and creating with children, youth and families.
- Strong computer skills on both Macs and PCs, working knowledge of media arts applications (such as Photoshop, iMovie, and Garage Band), and the ability to learn new software and communicate its uses to students and educators.
- Finalist(s) for the position must undergo a thorough background check, including fingerprinting for criminal history.

Application Process - PLEASE READ CLOSELY:

Send cover letter and resume by email to intern@zeum.org with a subject line beginning with this exact phrase: EDUCATION INTERN and include your NAME in your email header. Please tailor your cover letter to the position qualifications and paste it into the body of your email. You may attach your resume to your email in either .pdf or .doc format.