

Education Intern & Summer Camp Manager Wornall/Majors House Museums

Description

The Wornall/Majors House Museums is seeking one individual to assist with developing curriculum and educational programming for children for our summer camp series. This position is a hybrid position of an unpaid internship and paid camp management position. Building on the groundwork laid by previous camp sessions, the Curriculum Intern will work to create thematic lesson plans centering on various topics relevant to mid-nineteenth century history education, including, but not limited to: frontier life, the Civil War, Native American culture, horticulture, and arts and crafts. The intern will put their lesson plans into action as Summer Camp Manager for two weeks of camp programming.

Responsibilities

- Develop Summer Camp curriculum, including but not limited to: scheduling presenters, developing new activities, refining or refreshing existing activities, and researching new curriculum strategies.
- Communicate with parents prior to camp start dates.
- Work with the Volunteer Manager to recruit and manage Junior Volunteers (ages 12+) prior to and during camp.
- Assist in creating and maintaining budget for program expenses.
- Serve as Summer Camp Manager through the summer of 2017, managing all day-to-day operations of the Museum's camp program, which will consist of two weeks (10 days) of camp sessions.
- Inventory and organize camp supplies during and following camp sessions.
- Other administrative tasks as assigned.

Requirements

- Must be available June 11-15 and July 9-13 for all camp sessions.
- Good people skills, including comfort in speaking to a group and managing others.
- Good time management skills when creating and adhering to a schedule, with the ability to be flexible if needed.
- Must pass an NCSI background check.
- CPR/First Aid certified, or willing to obtain certification, paid for by Wornall/Majors.
- Experience with children preferred.
- Either majoring in or experience with education, history, or recreation management.

Details

The position of Curriculum Intern begins in May and extends through July. This portion of the internship is unpaid. 5-15 hours per week.

During the time that the intern is serving as Summer Camp Manager (June 11-15, July 16-20, and any time directly related to set up/tear down logistics of camp), the intern will be paid \$10/hr.

Intern will work primarily out of our Wornall House location during camp planning session (6115 Wornall Rd., KCMO), and at the Majors House location during the duration of summer camp (8201 State Line Rd., KCMO).

To apply, please submit a resume and cover letter to Sarah Bader-King at programs@wornallmajors.org.

About Interning at the Wornall/Majors House Museums

The Wornall/Majors House Museums is a non-profit that preserves and protects two of Kansas City's most significant antebellum landmarks – the John Wornall House Museum and the Alexander Majors House Museum. The Museums engage the Kansas City community by bringing history to life through innovative, hands-on programs and experiences. The houses, both listed on the National Register of Historic Places, feature hands-on tours, field trips, summer camps, adult education programs, and more.

Our interns will experience many facets of museum management, educational programming, and non-profit administration. We value our interns and go the extra mile to make sure you receive a learning experience that fits your career goals. Internships can be tailored to fit requirements for college credit.