



**Job Title:** STEM Theaters Specialist

**Reports To:** Manager of STEM Theaters

**Classification:** Part-time, hourly, non-exempt

**Schedule:** Not to exceed 23 hours a week. Schedule includes days, evenings, weekends, and holidays

**Compensation:** \$10 per hour

---

**Background:**

Kaleideum was formed in July 2016 as result of the merger of SciWorks and The Children’s Museum of Winston-Salem. Currently, the museum operates two locations with a combined 95,000 square feet, 200,000 annual visitors and more than 2,200 members. Kaleideum is expecting to move into a single location, located in downtown Winston-Salem, in the fall of 2021. The mission of the Museum is: *Inspiring wonder, curiosity, and lifelong learning in our children and community through interactive play and discovery.* As a merged entity, we spark the imagination and ignite the intellectual curiosity of our visitors by developing exhibits and programming that fuse STEM (science, technology, engineering, and math), literacy, and the arts into an integrated approach to learning. In all our endeavors, we seek to be strong partners with our families, schools, and community members as we prepare future generations for lifelong learning and success.

**Position Overview:**

The STEM Theaters Specialist is responsible for operating the Kaleideum North Planetarium programs, including but not limited to, guided star tours, interactive science programs, and educational videos. The STEM Theaters Specialists must have the willingness to educate our guests and to create experiences that are dynamic, exciting, visually impressive, and interactive. Travel outside the main campus may be required for astronomy-related experiences in various settings.

The successful applicant is a charismatic, improvisational, science storyteller. Applicant should be resilient, insightful, innovative, accountable, and relationship-driven with a desire to learn new things and remain generally current on multimedia production, astronomy and STEM topics.

**Primary Duties and Responsibilities:**

- Under the direction of the Manager of STEM Theaters, act as a member of the Planetarium team that delivers designated programming to Kaleideum guests.
- Operate audio/visual technology and perform basic troubleshooting
- Present experiences in various settings such as the museum floor, small theater, Planetarium, auditorium, outdoors, at either Kaleideum location, and offsite in schools, libraries, etc.
- Provide exceptional guest service - greet, direct, and actively assist visitors, as well as, resolve customer concerns following policies and procedures
- Assist the Manager of STEM Theaters with astronomy-related summer camps and events
- Other related duties as assigned

**Knowledge, Skills, Abilities:**

- Commitment to and passion for the mission, vision and values of Kaleideum
- A personal commitment to fostering a multicultural, diverse organization
- Passion for educating the public and actively promoting Museum programs to a variety of audiences
- Comfortable using various audio and visual equipment such as projectors, microphones, sound and lighting controls, cameras, etc.
- Team player with the ability to function in a dynamic, ever-changing environment



- Attention to detail and the ability to work independently
- Ability to create a safe environment for audience and staff
- Understanding of STEM concepts and the ability to execute table-top and large-scale science presentations when needed

**Qualifications:**

- Must be 18 years or older, completed high school diploma preferred
- Broad knowledge of Astronomy and STEM fields required
- Training or experience working at a planetarium preferred
- Ability to perform basic troubleshooting on audio/visual equipment
- Interest in working in an educational setting with children and their families
- Exceptional communication, writing, public speaking, and interpersonal skills
- Previous experience in a museum or non-profit environment a plus

**Essential Physical Functions:**

The physical demands described are representative of those that must be met to successfully perform the essential functions of this job. The physical demands include standing or walking more than half of the day, climbing stairs, lifting up to 25lbs, crouching, kneeling and twisting consistently.

Kaleideum is an equal opportunity employer and seeks to employ and assign the best qualified personnel for all our positions in a manner that does not unlawfully discriminate against any person because of race, color, religion, gender, marital status, age, national origin, physical or mental disability, sexual orientation, veteran/reserve national guard status, or any other status or characteristic protected by law.

**All applicants must submit to a drug test and criminal background check as part of the pre-employment process for Kaleideum.**

To apply, please submit a museum application, cover letter and resume to [czarzar@kaleideum.org](mailto:czarzar@kaleideum.org)