



ART ZONE FACILITATOR PART-TIME POSITION

Job Overview

The Art Zone facilitator is the primary point of contact for visitors to the VBMA's children's interactive area, the Art Zone, and facilitates the use of this space, answers questions about educational programs, and assists patrons throughout their visit.

Responsibilities and Duties:

- Enforces and recommends Art Zone rules and policies as implemented and administered by the Public Programs Manager
- Maintain cleanliness and tidiness of toys, books, furniture
- Report technical issues with the Sketch Aquarium, Art Zone equipment, and maintenance needs to the Public Programs Manager or other education staff
- Communicate any security needs with guards and/or supervisors
- Collaborate with the Public Programs Manager on refreshing Art Zone toys and books in connection with loaned artworks or rotating special exhibitions
- Facilitate connections for families between Art Zone didactics and artwork in museum galleries
- Assist teaching artists, education staff, and volunteers during scheduled programs in the Art Zone
- Stay current with weekly and monthly educational programs, including family programs and art school classes geared towards families
- Provide excellent customer service – greet and assist with the use of Art Zone didactics, and inform patrons of Art Zone policies and procedures
- Maintain a solid understanding of the Museum's policies and procedures as they relate to the access and use of the Art Zone
- Assist with other duties deemed appropriate by the Public Programs Manager

Qualifications:

- High school diploma
- Good communication and organizational skills
- Patience and aptitude for working with children and families
- Knowledge of developmental milestones for children

Training and support will be provided for all aspects of the job.

Reports to the Public Programs Manager. **Works closely with** the Education team, Visitor Services, Security, and Facilities staff. This position is classified as non-exempt.

Starting Wage: \$12 per hour, 18 hours per week

The Vero Beach Museum of Art is an Equal Opportunities Employer and seeks diversity in its workforce. The Museum is committed to attracting, retaining, developing and promoting the most qualified employees without regard to race, color, sex, age, religion, national origin, ancestry, sexual orientation, pregnancy, gender identity or expression, physical or mental disability, or past, present, or future service in the uniformed services of the United States, or any other characteristic prohibited by federal, state, or local law.

If you or anyone you know is interested in this position, please send a cover letter and resume to Bonnie Wetherell at bwetherell@verobeachmuseum.org