



KID MUSEUM AMERICORPS VISTA: OUTREACH & ENGAGEMENT

Job Description:

Under the direction of the Director of Operations & Visitor Services, the Americorps VISTA Outreach & Engagement volunteer will develop and oversee KID Museum's community outreach efforts. Responsibilities include, but are not limited to, attending community outreach events to promote KID Museum programs, develop outreach curriculum and programming, create a professional development plan, recruit and train community makers and volunteers, and schedule and support outreach events.

RESPONSIBILITIES:

- Schedule and attend community & outreach events to identify high need communities and schools with a gap of STEM education.
- Establish and maintain effective working relationships with school personnel, students, peers, and community groups.
- Identify community based individuals that would provide resources and support to our outreach projects (i.e. makers, volunteers, interns, sponsors, donors)
- Collaborate with Educators and the Director of Maker and Community Partnerships to develop STEM workshops and programs that can travel offsite to school and community events.
- Develop a professional development plan that will include all curriculum and training needed to on board all potential volunteers.
- Work with KID Museum's Marketing team to promote outreach projects and events via social media platforms.
- Help plan and attend required volunteer training sessions, workshops, and service events.
- Recruit, on board, train, and supervise community volunteers so outreach programming can be exclusively run by volunteers with support of VISTA and KID Staff.
- Track volunteer commitments, contact information, and hours.
- Implement processes for program feedback and volunteer recognition.

QUALIFICATIONS:

- Associates degree required, Bachelors preferred.
- Interest in STEM or Education fields preferred.
- Experience with project management and curriculum development.
- Experience with recruiting and managing volunteers of all ages and backgrounds.
- Experience using various social media platforms (Twitter, Instagram, Facebook).
- Ability to manage multiple projects either working independently or as part of a dynamic team.
- Excellent verbal and written communication skills.
- Flexible, has a sense of humor, and committed to the goals and mission of KID Museum.
- Willing to work evenings and weekends as needed.
- Bilingual is a plus (spanish preferred).

GENERAL REQUIREMENTS (upon offer of opportunity):

- Satisfactory background check.
- Documentation (U.S. birth certificate or passport) or proof of status as a lawful permanent resident of the U.S., which verifies identity and authorizes his/her right to offer AmeriCorps service in the U.S.
- Comply with all AmeriCorps and school district standards and guidelines.
- Minimum of 8 hours a day and 40 hours a week. Some evenings and weekends required.

HOW TO APPLY:

Applicant must create an account on my.americorps.gov and fill in all the necessary forms in order to apply for this volunteer opportunity.

ABOUT KID MUSEUM

KID Museum is an experiential learning space for children and families in the Washington, D.C. area. With a focus on elementary and middle school-aged youth, KID Museum's core purpose is to inspire the next generation of innovators and empower youth to invent the future with imagination, resourcefulness, and compassion.

KID Museum offers unique, hands-on STEM, art, and cultural programs, designed to encourage youth to take risks, embrace failure, and pursue their passions. At the core of the museum is a 21st century creative workshop and makerspace that includes 3D printers, an electronics lab, a digital media lab, a woodworking shop, and a textile studio, alongside a mixed materials workshop space designed to offer innovative, project-based learning experiences for kids.

For more information about KID, visit our site: kid-museum.org.

This position is sponsored by the Maryland Out of School Time (MOST) Network's VISTA Program. MOST serves as a statewide intermediary sponsor for AmeriCorps VISTA projects

supporting more and better afterschool and summer programs for Maryland youth. MOST VISTA members work to build capacity for out of school time and youth development organizations. For additional information, visit:

http://mdoutofschooltime.org/initiatives/amicorps_vista