

JAMESTOWN-YORKTOWN FOUNDATION

RECRUITMENT OPPORTUNITY

TITLE: OUTREACH EDUCATION INSTRUCTOR (NORTHERN VIRGINIA)

POSITION: OI010, OI014, OI020

SALARY: \$20.00 per hour, part-time (no state benefits) up to 750 hours per year

The Jamestown-Yorktown Foundation is seeking skilled instructors to present hands-on, educational history programs to students in classrooms in the Northern Virginia area. This position will work with a variety of ages and abilities, primarily at the elementary school level (K-5) and will teach in Fairfax County, Arlington County, Alexandria City, Prince William County, Falls Church City, Manassas City, Manassas Park City and Loudoun County school districts. Must live in listed counties to qualify for advertised pay. Retired educators are encouraged to apply. **MUST BE ABLE TO WORK A VARIABLE SCHEDULE BASED ON BOOKINGS and be able to lift up to 50 pounds. REQUIRED AVAILABILITY DURING SEPTEMBER- MAY. EXTENSIVE DAY TRAVEL IS REQUIRED FOR THIS POSITION. Must be available for training in Williamsburg, VA on select weekdays Sept 5-22 (overnight travel expenses provided). Position is based in Northern Virginia.**

TO QUALIFY: Applicant must have classroom teaching or museum education experience. Knowledge of and ability to learn different teaching methods. Ability to apply these methods in the development and implementation of curriculum-based, educational programs for all levels, especially for elementary-aged children. Experience with public speaking and/or leading group programs. Demonstrated ability to work successfully both independently and as a contributing team member. Strong organizational skills and ability to work in a fast-paced and changing work environment. **Preferred:** Experience teaching elementary-aged children in the classroom or in a museum setting. Degree in education, museum studies, or history; or equivalent experience. **Required:** Candidate must possess a valid driver's license. Successful candidate must be able to travel one-way from their residence to schools in the districts listed above within two hours.

SPECIAL REQUIREMENTS - PLEASE NOTE: All full-time and part-time paid staff of the Jamestown-Yorktown Foundation is required to complete and sign an Application for Employment. All volunteers of the Jamestown-Yorktown Foundation are required to complete an Application for Volunteerism. These documents require an employee or volunteer to certify that they have never been convicted for any type of violation. This is above and beyond VA Code §22.1-296.1-C which states "that (i) he has not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child; and (ii) whether he has been convicted of a crime of moral turpitude." In addition, the Foundation completes both name and sex registry background checks through Virginia State Police on all paid and core volunteer staff and the Contractor will (i) maintain all employee certifications on file, (ii) require an employee to update the employee's certification if the employee later is convicted of any reportable offense, and (iii) will make these certifications available for inspection upon request." Foundation staff must also be eligible to work using the E-Verify system through U.S. Department of Homeland Security.

TO APPLY: You must fully complete a Commonwealth of Virginia employment application – APPLICANTS WILL BE SCREENED BASED SOLELY ON WHAT IS PRESENTED IN THE ONLINE APPLICATION AS PER STATE RECRUITMENT REGULATIONS.

For more information and to apply please go to virginiajobs.peopleadmin.com Applications must be received by **August 17, 2017.** Background Check/E-Verify Required. **EEO/AA/ADA**