



**Oceanographic Teaching Station, Inc.**  
**Roundhouse Aquarium Teaching Center**

**Position Title:** Student Education Assistant (outreach and onsite)

**Reports to:** Student Education Lead

**Role Summary:** The Student Education Assistant will assist Student Education staff with teaching on-site, outreach and public education programs.

**Hours per week:** Part-time, hours may vary depending on scheduled programs; weekends as needed

**Primary duties and responsibilities**

- Assist Core staff and Student Education Lead in conducting informal Marine Science Education programs for school groups, scout troops, birthday parties, fairs etc
- Assist with setting up and breaking down for classes
- Work with Education Interns and give feedback after each program
- Teach offsite, outreach programs
- Attend regularly assigned Student Education Employee Meetings
- Assist with Public Education Programs when needed
- Provide brief reports detailing each class and/or program

**Requirements:**

- Applicants should have a genuine interest in the environment, the ocean and marine life, and the desire to share and teach others about these topics
- Experience working with children in a formal or informal education setting preferred
- A bachelor's degree in marine biology, zoology, environmental science, education, or a related field preferred
- Must be able to manage student behavior and maintain discipline during all programs
- Must exhibit strong interpersonal, presentation, organizational, and communication skills
- Attention to detail and ability to adapt in a classroom or presentation setting strongly preferred
- Must be proficient with Microsoft PowerPoint
- Must be enthusiastic with the students and have a positive attitude

**Minimum age:** 18

**Salary Range:** Starting at \$12/hour

**Send resume with cover letter to:** Brittney Olaes [Brittney@roundhouseaquarium.org](mailto:Brittney@roundhouseaquarium.org)

**Interviews will be scheduled ASAP.** Applications will close on **March 10<sup>th</sup>, 2019.**

**Questions?** Call 310-379-8117 or check us out on the web at: [www.roundhouseaquarium.org](http://www.roundhouseaquarium.org)