



Planetarium Program Presenter

Founded by Detroit philanthropists George and Ellen Booth in 1904, the Cranbrook Educational Community is one of the world's leading centers of education, science, and art. Comprised of a graduate Academy of Art, contemporary Art Museum, House and Gardens, Institute of Science, and more than 1,600 students attending our Pre-K through 12 independent college preparatory Schools, Cranbrook welcomes thousands of visitors and students to its campus each year. Critics have called Cranbrook "the most enchanted and enchanting setting in America" and in 1989, it was designated a National Historic Landmark. The campus is located in Bloomfield Hills, Michigan, about 20 miles north of Detroit. For more, please visit our website: www.cranbrook.edu.

The **Planetarium Program Presenter** will assist in the presentation of astronomy and planetarium programs and activities for the general public, school group visitors, and special audiences. The Planetarium Program Presenter must be able to work some weekdays, weekends and/or evenings, as needed, according to a regular schedule.

Responsibilities include, but are not limited to:

- Present prepared astronomy programs for groups and the general public in the Acheson Planetarium, Acheson Mobile Planetarium, and Cranbrook Observatory.
- Answer questions from visitors and school groups as needed about the museum and its programs.
- Be responsible for the daily care and maintenance of equipment used.
- Identify the need for maintenance in any part of the planetarium facility and report all problems to the Head of Astronomy.
- Maintain attendance, punctuality, and performance standards set forth in Cranbrook's employee handbook.

Requirements:

- Must have a demonstrable interest as an amateur astronomer, and must possess knowledge of constellations, telescopes, and general astronomy.
- Completed college level science, social science, or education courses with one year of experience in formal/informal teaching for variety of ages.
- Understand, speak, and have the ability to write English. The candidate must have good public speaking skills and be able to communicate well with audiences of all ages, including school children.
- Enthusiasm for the subject and an eagerness to share that enthusiasm with learners of all ages with ability to problem solve.
- The Planetarium Program Presenter must be able to adapt presentation content and learning activities to match the needs of a varied audience.
- Candidates must be proficient in Word, Excel, and PowerPoint.
- Customer service experience and the ability to positively and effectively work with the public, school personnel, students, and volunteers required.
- Requires a valid Michigan driver's license with a satisfactory driving record.

The **Planetarium Program Presenter** is a part-time position, working less than 20 hours per week. Cranbrook offers competitive compensation and a unique environment that values collaboration.

For consideration, please submit a resume and completed Employee Application to: Cranbrook – HR, P.O. Box 801, Bloomfield Hills, MI 48303-0801, or email Human Resources, or fax to (248) 645-3014. Our applications can be downloaded from the Employment page of our website at www.cranbrook.edu/employment.

(Please note that a fully completed employment application is required for consideration)