



WACO Historical Society is seeking an educational professional as a Learning Center Director for a part time position. The Learning Center Director will be responsible for planning and conducting of the WACO Learning Center and Special Event programs as they occur throughout the year. WACO's Learning Center program uses hands on aviation related teaching themes and projects to teach and inspire students in science, math, technology and local history. He/she is expected to use initiative and creativity to define new

and interesting programs, oversee development and implementation of programs; seek out and gather sponsorships and associated support for programs, promote, advertise and market the programs, and direct staff and volunteers during conduct of the programs.

Specific responsibilities:

- Plan, schedule and manage annual WACO LC program
- Serve as Project manager for WACO Aviation Careers Program
- Manage sponsorship and scholarship solicitation for LC program
- Oversee LC volunteer training and recruitment
- Budget and financial management of the LC program

Hours/Programs/Salary:

The hours are flexible and estimated between 20-25 per week, starting \$12.00 per hour, adjusted upward for performance and capabilities. LC Programs are scheduled at various times throughout the year and consist of 1-5 day events such as: Aviation Summer Camp 5 days, Robotics Camp 5 days, RC aircraft Workshop 1 day, etc. Programs are taught and conducted by WACO volunteer educational professionals, but will be administered and managed by the LC Director. See website www.wacoairmuseum.org for details

Requirements:

Candidates should have experience in teaching at middle school and/or high school levels, administration and curriculum planning, and staff coordination. Some business and project management experience is desired, as well as experience in working for non-profit organizations and managing volunteers.

Please send résumés and qualifications to:

WACO Historical Society, Inc.
Attn: Learning Center Position
1865 S County Road 25A
Troy Ohio 45373

Or email to

admin@wacoairmuseum.org