

Position: Education Director, Oakland Children's Fairyland  
Reports to: Executive Director

## About Us

Children's Fairyland is a non-profit fairytale-themed park dedicated to providing a magical fantasy world where young children can create, imagine, play, and learn. The 10 acre park opened in 1950 and provides a way for children to learn through fairy tales, storybook sets, play-acting, gentle rides, arts and crafts, animals, puppet theatre and children's theatre programs. Fairyland serves over 220,000 guests per year, Children's Fairyland is a valuable community resource that promotes literacy and celebrates diversity.

## About the Position

The Education Director is a high-profile role which involves directing summer camp, running numerous school-year programs, supervising staff, and collaborating with internal departments and outside organizations as an expert on education and child development. This is a big job and an inspiring one! Please read the entire description before applying.

## Responsibilities

- Direct an 8-week summer day camp program with 36 campers per week. Camp has a dual focus on imaginative play and social/emotional development. Please read about the camp here: <http://fairyland.org/education-and-community/summer-day-camp/>
  - Be the enthusiastic face of the camp, lead whole group activities, and maintain a regular, upbeat presence around the park during camp.
  - Train and supervise 6 camp teachers and build a supportive, empowered team.
  - Manage conflict resolution and behavioral challenges with fairness and insight.
  - Support the play creation process over the course of the week and Emcee the Friday performances.
  - Maintain positive communication with parents and caregivers in person, over the phone, and via email.
  - Manage camp enrollment (registration is full for 2017), administrative needs (grouping, scheduling) and materials (art supplies, sports equipment).
- Manage the *Science Alive!* program, which brings life science to kindergarten and first grade students at underserved schools in the Oakland Unified School District.
  - Teach collaboratively with the Animal Caretaker (kindergarten program about animals) and the Manager of Horticulture (first grade program about plants).
  - Modify or develop new curriculum as necessary or beneficial.
- Supervise volunteer-led *Toddler Storytime* in collaboration with one of two part-time children's librarians (she does all of the volunteer training).
- Supervise *Alice's Reading Room* in collaboration with one of two part-time children's librarians (she does all of the collection maintenance and book orders).
- Put on the annual *Turn the Page!* the children's book author and illustrator festival, in collaboration with our part-time children's librarians and the rest of the *Turn the Page!* committee
  - Recruit approximately 25 authors and illustrators for the event
  - Work with the current Director to run the event this year, May 6, 2017

- Book field trips and welcome groups to Fairyland, offering special life science lessons upon request (including Horticulture Therapy for children with special needs).
- Run the *Junior Animal Caretaker* Program for children who have experienced trauma in collaboration with animal caretaker.
- Consult with our Master Puppeteer about puppet show choices for the coming season.
- Consult with Executive Director and Development Director on fundraising and partnership initiatives.
- Represent Fairyland at meetings with partner organizations.

#### Education and Experience

- Bachelor's degree required.
- Teaching credential and/or relevant master's degree required.
- At least 5 years of relevant work experience required.
- At least 1 summer of camp work experience required; extensive camp experience or former camp director or assistant director preferred.
- At least 1 year of supervisory experience required.
- Drama experience much preferred.

#### Personal Qualifications

- Passion for teaching and supporting the whole child, especially in the areas of literacy, science, creativity, and social/emotional development. Must have a great rapport with kids.
- Extremely strong communication skills with adults, including in person, over the phone, and via email and other writings.
- The confidence and skills to take over directing a highly successful and beloved summer day camp that is already booked to capacity.
- A high level of compassion for both children and adults and an abiding commitment to social justice and equity.
- Initiative to bring creative new ideas and programming to the table.
- Follow-through to finish what you've started and be a reliable leader and team member.

#### Work Schedule

- This is a full-time, salaried position that works Tuesday-Saturday during most of the year and Monday-Friday during summer camp.
- Occasional evening events and Sundays are required.
- During the Fairy Winterland festival in December, some schedule changes may be required.
- **The candidate selected must be able to begin work no later than April 10, 2017.** There will be a month of intensive training with the current Director, followed by a month to prepare for camp before the season begins.

#### To Apply

No phone calls please. Please include a cover letter and current resume in the body of the email.