
Job Description

Position: Education Director, Oakland Children's Fairyland, Full-Time

Reports to: Executive Director

About Us

Children's Fairyland is a nonprofit 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 theater, and Children's Theatre programs. Fairyland serves over 220,000 guests per year and is a valuable community resource that promotes literacy and celebrates diversity.

About the Position

The Education Director position is a high-profile role that 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 6-8 camp teachers and interns 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 our part-time children's librarians. (The librarian supervises all of the volunteer training.)
- Supervise *Alice's Reading Room* in collaboration with one of our part-time children's librarians. (The librarian maintains the collection maintenance and orders the books.)
- Put on the annual *Turn the Page!* children's book festival, in collaboration with our part-time children's librarians and the rest of the *Turn the Page!* committee. Recruit authors and illustrators for the event.
- Book field trips and welcome groups to Fairyland, offering special life science lessons upon request (including Horticulture Therapy for children with special needs).
- In collaboration with the animal caretaker, run the *Junior Animal Caretaker* program for children who have experienced trauma.
- Consult with our master puppeteer on 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.
- Introduce and manage opportunities for inclusive educational programming based on the population and needs of the Oakland community. This includes multilingual programming, programming to support homeless families and families experiencing financial hardship, programming inclusive of refugee and undocumented families, and programming inclusive and meaningful to children and families of color and more.

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.
- Bilingual in Spanish a plus

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 writing.
- 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.

Pay and Hours

- This is a full-time, salaried position. Schedule is Monday-Friday during most of the year, with occasional Saturday events.
- 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 July 16, 2018.**
- Medical, dental, and vision insurance and 401k available.

Job Type: Full-time