



**STEAM CAREER PATHWAYS PROGRAM
DA VINCI SCIENCE CENTER
Allentown, PA, United States**

PAID INTERNSHIP

Contact person to whom application/resumes will be sent:

Sarah Alexander, STEAM Educator & Program Coordinator

Email address:

careerpathways@davincisciencecenter.org

Deadline to apply: April 15, 2024.

GENERAL DESCRIPTION

Interns at the Da Vinci Science Center experience the excitement of science, technology, engineering, arts, and math (STEAM) like no other! We are seeking interns who are curious, creative but also knowledgeable, team-oriented, and responsible. Ideal candidates should be passionate about engaging with others, eager to both learn and educate in the realms of STEAM. Our STEAM Career Pathways Interns will exemplify a strong commitment to diversity, equity, inclusion, and accessibility throughout their work.

The intern will work alongside the Museum Education and STEAM Education teams and rotate through two other self-selected departments based on interest. The latter may include Environmental Science and Living Collections, Administration, Finance, Philanthropy, Communications, Community Relations, Sales and Marketing. While learning more about each area of interest, the intern will receive hands-on experience, be exposed to the work behind the scenes, and complete an individual internship project.

Compensation and/or wages: Hourly: \$13.90 - \$14.40, Bilingual hourly: \$14.40 - \$14.90

MAJOR RESPONSIBILITIES

- Commit to complete 15-20 hours a week, 120 hours in total, during the full internship period from June 2024 – August 2024.
- Attend weekly intern meetings.
- Develop and execute an individual internship project aligned with DSC's mission, vision, and core values.
- Effectively work with museum staff, volunteers and other interns.
- Follow the established schedule for daily events.
- Represent the science center professionally to school and community contacts.



- Support the Science Center’s mission and values statement, support the mission to bring science to life and lives to science, and display a commitment to diversity, equity, inclusion, access, and belonging in all aspects of your work.
- Actively drive the mission of the science center by being responsible for nurturing a culture of belonging, positivity, and professionalism by encouraging problem-solving, preventing disruptive behaviors and miscommunication.
- Perform other duties as assigned.

QUALIFICATIONS AND EXPERIENCE

- Students entering 11th or 12th grade, must be 16 years or older.
- Experience working with children, youth and/or families.
- Basic computer skills (Microsoft Office, email, etc.).
- Bilingual in English & Spanish is a plus.
- Reliable, organized and punctual, with a commitment to good attendance.
- Pro-active and independent.
- Positive attitude and strong interpersonal skills.
- Interest in Science, Technology, Engineering, Arts, Math (STEAM).

PHYSICAL DEMANDS OF THIS JOB

These physical demands are representative of the physical requirements necessary for an employee to successfully perform the essential functions of this job. Reasonable accommodation can be made to enable people with disabilities to perform the described essential functions of the role.

While performing the responsibilities of this job, the employee is regularly required to talk and listen. The employee is frequently required to be on their feet for up to five (5) hours at a time; stand; walk; sit; reach with arms and hands; climb or balance; stoop, kneel, crouch or crawl; move or lift at least 25 pounds. The employee is occasionally required to taste and smell; perform repetitive motions; use eye, hand and foot coordination. Vision abilities required by this job include close vision (close vision at 20 inches or less), distance vision (clear vision at 20 feet or more), peripheral vision (ability to observe and area that can be seen up and down or to the left and right while eyes are fixed on a given point), depth perception (three-dimensional vision, ability to judge distances and spatial relationships), and ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

REQUIREMENTS

Successful completion of a criminal background check including checks through Pennsylvania State Police, Federal Bureau of Investigation, and Pennsylvania Child Abuse Registry. A work permit is required for employees under 18. Additional clearances may be required as changing regulations are implemented.