Employment Opportunity
Pretend City On Wheels Lead Facilitator

During the museum development phase, Pretend City has launched a mobile exhibit designed for community outreach prior to the museum opening. This innovative traveling program, Pretend City on Wheels (PCOW) visits schools and community organizations, providing a hands-on educational experience. It is designed to give young children (3 to 10 years old) an exciting role-playing experience to help them learn about how communities operate and about the aspects that different professionals play in building a safe place for citizens to work and recreate. PCOW is specifically designed to teach process, ignite wonder, and provide the resources to pursue passions and has received funding from various corporations to provide programming to Title One schools throughout Orange County.

Pretend City is currently looking for a Part Time/On-Call Lead Facilitator to work with the Program Manager in the operation of the PCOW exhibit and experience. In a fast-paced and creative environment, this professional will:

- Set up the exhibit on the school site ensuring that all electronics and computer systems are functioning, that the generator is working and has adequate gasoline, that program supplies and materials are in place
- Facilitate the role playing experience for students
- Interface with teachers, volunteers and school staff
- Assist with breaking down the exhibit at the end of each school or community event
- Drive the exhibit to various schools throughout Orange County – a 34’ motor home

Candidates must have:

- A professional and positive approach to work
- One year experience working with young children
- A high level of proficiency in Microsoft applications, DVD players, and internet
- Clean driving record and willingness to learn to drive 34’ motor home
- Ability to lift 25 lbs

**BI-LINGUAL Spanish preferred**

The typical shift for this position is M-F from 7:00am to 3:00pm. Some weekend work required on occasion.

Please submit resume and cover letter: email veronica.zamora@pretendcity.org; Fax (949) 428-3908. For more information about Pretend City, visit our website at www.pretendcity.org.