

theHoustonMuseumofnaturalscience

Dear Prospective Teacher,

Thank you for your interest in the Houston Museum of Natural Science educational program. Successful applicants will teach in our engaging, hands-on learning labs. These labs occur mainly during the weekday, but occasionally occur on weekends as well. Please note that available positions are limited at any given time, but that we are continually looking for qualified teachers.

Teacher applicants should have an interest in science, natural history and related fields. Additionally, they should communicate well with children, teenagers and adults, demonstrate initiative, and have a positive attitude.

To apply for the teaching position, please complete all enclosed forms. In addition, we ask for you to include a current résumé. Use the checklist on the following page to ensure you have completed all steps of the application process.

Applications will be accepted throughout the year. After all materials are received, you may be asked via email to interview at the Museum or via an online platform. If you have any questions or need any assistance with the information in this packet please contact educationquestions@hmns.org. **No phone calls please.**

Sincerely,

Nicole Temple
Vice President of Education
Houston Museum of Natural Science
5555 Hermann Park Drive
Houston, TX 77030

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2022 Teacher Application Checklist

This checklist will help ensure you have done everything necessary to apply for a teaching position at the Houston Museum of Natural Science.

- **Please keep this page and the cover letter for your reference.** Read the preceding letter thoroughly before you begin your paperwork. You are responsible for all the information it contains.
- **Print and complete all following forms:**
 - Teacher Contact Information
 - Teacher Availability Form
 - Teacher Interest Survey

Include your current résumé and proof of certification if applicable (available online at <https://secure.sbec.state.tx.us/SBECONLINE/virtcert.asp>)

- **Return all completed forms listed above to the HMNS Education Department:**

Electronic delivery:

In this case letters of recommendation may arrive separately via mail or delivery.

Applications may be completed, scanned, and saved in PDF format with your name in the file title. PDF applications may be emailed to jobs@hmns.org, the subject of the email should be “Weekday Lab Teacher Application: *your name*”

Mail delivery:

Youth Education Department

Houston Museum of Natural Science
5555 Hermann Park Drive
Houston, TX 77030

Hand delivery to HMNS in Hermann Park:

Complete application packets may be delivered to the HMNS Museum Services desk at 5555 Hermann Park Drive. Applications should be clearly marked Attn: Youth Education

Please contact us with any questions at educationquestions@hmns.org
NO PHONE CALLS PLEASE.

Applicant Name: _____

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2022 Teacher Contact Information

Personal Information

Full Name: _____
Last First Middle Initial

Nickname / I prefer to be called: _____

Home Phone: _____ Mobile Phone: _____

Email Address: _____

Permanent Address: _____
Street Address Apt. #

_____ City State Zip Code

Current School: _____

Certifications: _____

Languages spoken other than English (please indicate proficiency): _____

Emergency Contact Information

Please list two individuals who may be contacted in the event of an emergency.

Name: _____ Relationship to you: _____

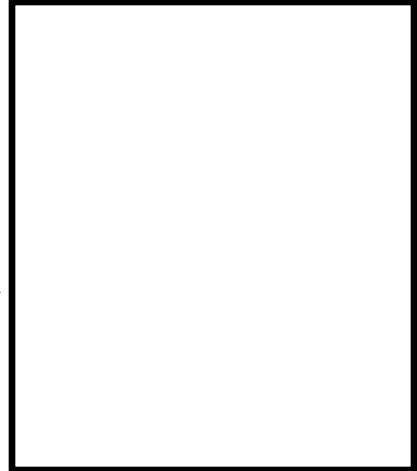
Daytime Phone: _____ Evening Phone: _____

Mobile Phone: _____

Name: _____ Relationship to you: _____

Daytime Phone: _____ Evening Phone: _____

Mobile Phone: _____



Applicant Name: _____

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School-Year Substitution

The HMNS Youth Education Department facilitates hour-long to 5-hour long Labs and Saturday Scout Classes throughout the school-year covering ~175 topics. These Labs and Scout Classes are taught to a wide variety of field trip, homeschool, scout, and general patron groups with up to 20-25 students in a classroom at once. Curriculum is pre-written for each class, and supplies are provided in the classroom for substitutes. If you are interested in applying to be on our substitution list in the case that we need someone to teach a Lab or Class, please fill out the form below. If you are NOT interested, please leave this form blank or write "N/A" over the page.

1. What is the best email and phone number to reach you during the school-year?

2. With which age group(s) do you feel you work most effectively? (please circle all that apply)

Not sure/don't care 6-7 years old 8-9 years old 10-12 years old 13 years old - above

3. What availability do you have during the school-year? (I.e. Weekday mornings, or Tuesday afternoons, or Saturday and Sunday anytime, etc.)

4. Have you had any first aid or CPR training? If yes, to what level or certification?

5. Are there any topics or age groups that you would be uncomfortable teaching? Please list below.

6. What are your strengths as a teacher and what do you hope to gain by working with the Museum's educational programming?

Applicant Name: _____

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7. Which of the following topics interest you (please circle all that apply)?

Anthropology/Archeology

Ancient Egypt
Medieval Culture
DaVinci / Renaissance Period
Archeology

Earth Science / Geology

Paleontology / Dinosaurs
Natural Disasters / Earth Science

Fine Arts

Art/Crafts
Jewelry / Gold
Photography
Movie Making
Animation

Physics / Engineering

Architecture
Buildings / Construction
Cars / Crash Science
Rockets / Planes
Astronomy/ Space Exploration
Invention / Design
Technology / Robots
Web Design / Computer Software
Nuclear Science/ Electricity

Life Science

Ecology / Environmental Science
Wilderness Survival
Entomology / Insects
Animals / Pets
Anatomy / Human Body
Dissection

General / Other

Chemistry
Food Science
Product Testing (e.g. Consumer Reports)
Science Magic
Games / Strategy
Puzzles
Museum Operations
Citizenship / Government
Crime / Law
Medicine/ Public Health
Radio

Themed Science

CSI / Spy Science
Harry Potter Science
Star Wars Science
Super Hero Science

8.

Please list any additional topics that you are particularly interested in/ comfortable teaching not listed above.

9. Do you have any other special interests/talents/knowledge that could be useful in the classroom (please specify)?

10. Describe a memorable teaching experience.