

Job Title: Morrow Discovery Center Assistant

Location: Heppner, Oregon

Position Type: Part Time

Reports To: Museum Manager / Education Coordinator

About Us

Morrow Discovery Center is a hands-on, play-based learning environment where children and families explore, discover, and grow together. Through interactive exhibits, creative programs, and community partnerships, we inspire curiosity, imagination, and lifelong learning.

Job Summary

We're looking for a friendly, energetic, and dependable assistant to help support the daily operations of our center. This role involves working directly with children and families, helping with programs and exhibits, and making sure the center is a clean, safe, and welcoming space. If you love working with kids and thrive in a playful, fast-paced environment, we'd love to meet you!

Key Responsibilities

- Greet and assist visitors with a warm and welcoming attitude
- Monitor exhibit areas and engage with children and families during their visit
- Assist with setup, facilitation, and cleanup of educational programs, crafts, and special events
- Help maintain clean, organized, and safe exhibit and play areas
- Answer questions about exhibits, memberships, and daily programming
- Restock supplies and help with light cleaning throughout the day
- Assist in preparing materials and activities for future programs

Qualifications

- Enthusiasm for working with children and families
- Strong interpersonal and communication skills
- Reliable, responsible, and able to work in a team environment
- Comfortable in a busy, high-energy setting
- Ability to lift light materials and be on your feet for extended periods
- Availability to work weekdays and some weekends