
Title of Position *	Director of Education
Institution *	Museum of the Southwest
Position Location: City & State *	Midland, TX
Position Closing Date	<u>Friday, June 30, 2017</u>

About the Institution

The Museum of the Southwest inspires discovery, interaction and exploration of art, science, culture and history, enriching the lives of people of all ages. We believe in the power of these disciplines to ignite the imagination, stimulate thought and provide enjoyment through our collections, exhibitions, programs and events.

Founded in 1965, opened in 1966 and in the historic Turner Mansion since 1968, the Museum of the Southwest has spent over fifty years serving the Midland and West Texas communities by producing exhibitions, programs and events about science, art, astronomy, archaeology, history and culture. Accredited by the American Alliance of Museums since 1992, the Museum of the Southwest is also a member of the Texas Association of Museums and the Midland Chamber of Commerce.

Institution Website Address	http://museumsww.org
------------------------------------	---

Summary of Responsibilities

SUMMARY

The Director of Education is a key member of the staff involved in all aspects of developing and implementing the museum's multidisciplinary educational and programming activities. Interpretation, STEAM-based curriculum development, audience outreach, docent training, proven ability to conceptualize innovative public programs are viewed as essential components of the role.

The Director of Education will have experience in a multidisciplinary museum environment and will lead organizing and implementing comprehensive public programs for adults, families, schools and children. This individual collaborates closely with the Director of the Durham Children's Museum, Director of the Blakemore Planetarium, and the Curator of Collections and Exhibitions.

The Director of Education ensures that all interpretive and educational programs are of uniformly high quality and accessible for the broadest and most diverse public. The Director of Education works closely with the Executive Director to promote the unique resources of the institution, including outreach and audience development.

The education department at the Museum of the Southwest is dedicated to creating an environment of discovery that enriches the experience of all museum visitors. We provide an alternative learning environment for all ages and present artistic, scientific, and cultural experiences in a variety of fun, engaging and meaningful ways.

If you appreciate how education can make an impact on communities and you want to make a difference through your career, we welcome your application for Director of Education.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Conceive, develop, and implement a wide variety of educational programming for the museum including, but not limited to family days, classes, exhibition education classes, workshops, lectures and panel discussions. Leads all adult

programming, including the Business of Art, Relativity, SciFridays and Art Socials

- Develop STEAM based educational programs for local schools and youth organizations. Create and utilize regional instructor networks
- Serve as institutional liaison with schools, museums, supports of educational initiatives and other partners to secure long-term relationships to broaden museum education and outreach
- Maintain contact with various educational resources for the purpose of promoting museum programs and developing new partnerships
- Recruit and manage docents, volunteers and interns to support educational outreach
- Schedule and maintain contact with docents to ensure tour topic clarity and goals for tours
- Collaborate with Curator of Collections and Exhibitions and Collections Exhibitions Manager to develop and implement a wide variety of interpretive and didactic and other exhibition- related educational materials
- Evaluates all exhibition materials with the goal of bringing clarity, accessibility, and excitement to these interpretive tools while preserving the curatorial perspective
- Present programs, teach classes and conduct tours when required and appropriate
- Comfortable learning/running Digistar projection system for Blakemore Planetarium
- Conducts media interviews and public speaking opportunities promoting educational programs
- Collaborates with Development Director to identify programs for grant opportunities
- Develops and implements the Museum's programmatic calendar
- Prepares education department budget
- Attends professional conferences

SUPERVISORY RESPONSIBILITIES

- Supervises part-time Educational Outreach Manager, part-time Education Assistant, volunteers, docents and interns.

Required Qualifications

QUALIFICATIONS

To perform this job successfully, the individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of knowledge, skill and/or ability required.

At least 5 years' experience in education at a multidisciplinary museum or cultural organization

Candidate must possess strong teaching, organizational, and time management skills

Track-record of building and maintaining a team of volunteers Exceptional communication, organizational and interpersonal skills Self-starter with the ability to work independently

Excellent writing/editing skills

Ability to interact with general public Ability to adhere to deadlines

EDUCATION AND EXPERIENCE

Master’s degree is required; advanced degree in art museum education is preferred with 5 years of experience in a multidisciplinary learning environment; experience creating STEAM based programs for all age groups to enhance museum exhibits and mission.

LANGUAGE SKILLS

Ability to speak and write English fluently. Knowledge of Spanish a plus.

PHYSICAL DEMANDS

Some essential physical functions include moderate lifting, carrying, stooping and bending.

REASONABLE ACCOMMODATIONS

Employees must be able to do the essential functions of the job, either with or without reasonable accommodation. Needed reasonable accommodations will be provided for all employees.

WORK ENVIRONMENT

Director of Education must be prepared to work on weekends.

Compensation

Apply at this Website:

Apply with this email: hr@museumsw.org

Special Instructions to Apply: Please send cover letter and résumé via email to hr@museumsw.org.
Deadline to apply is Friday, June 30.
