



Associate Director of Museum Learning (Full-time, salary, exempt)

Salary range: \$50,000-55,000

In collaboration with and under the direction of the Director of Museum Learning & Chief Curator, the Associate Director of Museum Learning works full-time to develop and manage all aspects of the museum's volunteer and school programs and support the development and management of other educational programs in collaboration with the Museum Learning team. The Associate Director of Museum Learning also collaborates cross-departmentally on college and life-long learning, development of school programs, in-gallery interactives, exhibition didactics, visitor experience, and gallery interpretation. The ideal candidate is passionate about educational methodologies and philosophies, visitor research/evaluation, informal learning environments, and gallery and studio teaching practices, and is excited to step into a supervisory position and take on management of a dynamic and collaborative Museum Learning division. This is a full-time, exempt position and includes a robust benefits package.

CORE RESPONSIBILITIES:

- directly supervise one full-time staff member and one part-time staff member in the Museum Learning Division
- supervise and manage volunteers
- recruit and train new volunteers
- oversee activities of the volunteer council
- coordinate execution of school programs, in concert with Education Associate (PT), who books and schedules visits
- develop, review, and evaluate all school programs
- assess priority areas for growth and adjustment to school programs
- collect, track, and monitor school booking numbers, and achieve annual booking targets
- implement and track Museum's DEAI initiatives, as they pertain to school programs and volunteers
- collaborate on the design, implementation, and evaluation of museum learning experiences and resources
- provide supervision and support strategic planning and program evaluation for the Manager of Youth Programs, who directs the teen apprenticeship program
- participate in community outreach and engagement around Museum Learning
- build on existing partnerships both internally and externally to advance Museum Learning efforts
- collaborate with the Development team to secure funding for Museum Learning initiatives
- execute strategies to fund Museum Learning programs and initiatives
- communicate educational goals to funders and supporters
- collaborate cross-departmentally on wayfinding, in-gallery interactives, and visitor experience
- grow young adult and family audiences and deepen relationships with local educators
- help envision Museum Learning for diverse audiences of early childhood, K-12, family, college and life-long learners
- execute other duties as assigned

SKILLS, KNOWLEDGE, AND ABILITIES:

- proven experience in staff and/or volunteer motivation, support, and management
- experience teaching and developing Museum Learning programs and curriculum for school age audiences
- experience executing exciting and successful school programs, including with diverse audiences
- a solid understanding of best practices in museum learning and gallery interpretation
- commitment to visitor experience
- knowledge of educational methodologies and philosophies, visitor research/evaluation, informal learning environments, and gallery and studio teaching practices
- excellent research, written and oral communication skills
- excellent organizational and interpersonal skills

- ability to collaborate respectfully and effectively with colleagues
- experience with museum databases and technology
- experience leading grant-funded projects and imagining outcomes
- excellent negotiation, resource management, and people skills
- embraces and promotes diversity, equity, and inclusion initiatives
- demonstrated commitment to accessibility within the museum and digitally
- maintain professional affiliations in field-related and museum education organizations, professional societies, and relevant committees
- be available for evening and weekend events, as needed
- availability to travel

EDUCATION AND EXPERIENCE:

- minimum of four years of progressively responsible experience in museum or other cultural institution in planning and implementing school and volunteer-led programs, community engagement initiatives, gallery interpretation, and/or other activities for diverse audiences
- minimum of two years of experience successfully managing staff and/or volunteers, and budgets
- knowledge of museum education, issues, and best practices
- must be comfortable and enjoy engaging with the public at all ages and from diverse backgrounds
- Master’s Degree in Arts Administration, History, Museum Studies, Education, or a relevant field preferred
- knowledge of a foreign language is a plus

The New Bedford Whaling Museum

The New Bedford Whaling Museum ignites learning through explorations of art, history, science and culture rooted in the stories of people, the region and an international seaport. Founded in 1903 as the Old Dartmouth Historical Society, the Museum seeks to advance understanding related to the influence of the whaling industry and the port of New Bedford on the history, economy, ecology, arts, and cultures of the region, the nation, and the world. We tell the stories of the many diverse communities that shared in the creation of this history, through excellence in our collections, scholarship, and public engagement. The Museum is recognized as a compelling destination that inspires all visitors to reflect on the complex issues that shaped the past, remain critical today, and inform a sustainable future. Today, the Whaling Museum is a leader in the cultural landscape of the SouthCoast serving more than 100,000 visitors and offering engaging exhibitions, dynamic public programs, and vibrant educational activities appealing to learners of all ages.

TO APPLY

Send cover letter and resume to Naomi Slipp, Director of Museum Learning & Chief Curator at nslipp@whalingmuseum.org. Application deadline is February 17, 2023. No phone calls, please.

The New Bedford Whaling Museum is committed to diversity among its employees and encourages qualified candidates from all backgrounds to apply.