

## Position Description

### Museum Educator

**Position Summary:** The Museum Educator will assist in developing and overseeing educational content for MIMkids programs and “A World of Musical Journeys” field trips using best practices in museum education and world music pedagogy. As an educator, s/he will create and teach developmentally appropriate content in a variety of formats (small and large lecture-style, hands-on music making, gallery tours, and other educational presentations) to diverse audiences (early childhood, school-aged youth, teachers, MIM volunteers, and adults). An active member of the Education Team, s/he will also assist with administrative duties. This is a full-time position, reporting to the Curator of Education.

#### Primary Responsibilities:

- Create, collaborate on, and develop educational content for MIMkids programs, “A World of Musical Journeys” field trips, and professional development workshops for teachers
- Revise and refine previously developed educational content for MIM’s audiences
- Lead and co-lead volunteer (Museum Guide) trainings, MIMkids classes, and professional development sessions throughout the year
- Assist with recruitment efforts and administrative management of volunteer Museum Guides
- Serve as point of contact for various youth and school partnerships
- Maintain accurate tracking records for grant reporting, board reports, and strategic plans

#### Qualifications:

- Post-secondary education in music, education, ethnomusicology, museum studies, or related field required
- Knowledge of music and familiarity with a range of musical styles, genres, and practices
- 3-5 years of experience in formal and/or informal educational settings, working with diverse ages (early childhood, elementary, middle- and high-school, adults, seniors)
- Experience developing preK-12<sup>th</sup> grade arts-integrated curriculum, lesson plans, and activities
- Experience and comfort leading a variety of educational activities (music-making, lecture-style classes, small-group coaching sessions, interactive workshops, and guided gallery tours)
- Strong working knowledge of Microsoft Office and Windows-based computer applications; ability to learn new software programs
- Excellent written and oral communication, teaching, and presentation skills
- Ability to manage multiple projects simultaneously and work in a fast-paced environment
- Ability to function and excel as part of a team, working collaboratively with various departments, team members, and external partners
- Weekend and evening hours may be required

Apply at:

[https://workforcenow.adp.com/jobs/apply/posting.html?client=themim&jobId=73440&lang=en\\_US&source=CC3](https://workforcenow.adp.com/jobs/apply/posting.html?client=themim&jobId=73440&lang=en_US&source=CC3)