



**Position Title:** Museum Educator

**The Mission of MIM:** The Musical Instrument Museum (MIM) enriches our world by collecting, preserving, and making accessible an astonishing variety of musical instruments and performance videos from every country in the world. MIM offers guests a welcoming and fun experience, incomparable interactive technology, dynamic programming, and exceptional musical performances. MIM fosters appreciation of the world's diverse cultures by showing how we innovate, adapt, and learn from each other to create music—the language of the soul. For more information, visit our website at [www.MIM.org](http://www.MIM.org).

**Position Summary:** MIM seeks an energetic and enthusiastic individual to join the Education Department as Museum Educator. The Museum Educator will play an integral role in MIMkids programming, acting as an instructor and creator/co-creator of class curriculum. MIMkids classes currently include: Mini Music Makers (ages 0–5 years); Musical Adventures (ages 6–10 years); and Junior Museum Guides (Grades 6–12). The Museum Educator will also assist in the development of content for various educational programs (such as field trips) using best practices in museum education and World Music Pedagogy. An active member of the education team, this person will also assist with administrative duties and take the lead on various special projects within the Education Department, as they arise. This position will report to the Curator of Education.

**Primary Responsibilities:**

- Lead/co-lead and help manage MIMkids classes including all aspects of scheduling, registration, and class evaluation
- Utilize knowledge of and experience with research/reference materials to create MIMkids lesson, programs, activities, etc. for both on-site and online (YouTube, etc.) audiences
- Manage contract instructors and ensure class coverage, efficient payment processing, and consistent evaluation and feedback
- Work with departmental leadership to create and manage relevant program and project budgets
- Manage MIM's education collection of musical instruments, and coordinate outreach use of the collection
- In partnership with Curator of Education, develop and enhance early childhood programming, helping to grow MIM's reach and reputation
- In partnership with various members of the education team, explore and pilot additional MIMkids class ideas based on audience interests and needs

- Collaboratively assist with volunteer (Museum Guide) trainings, teacher professional development sessions, field trips, and senior wellness activities
- Serve as team lead for MIMkids VTMs (volunteer team members)
- Maintain accurate tracking records for grant reporting, board reports, and strategic plans

**Qualifications:**

- Undergraduate degree required, preferably in music, music education, education, ethnomusicology, museum studies, or related field
- Knowledge of music and familiarity with a range of musical styles, genres, and practices
- Comfort leading diverse music making experiences, including comfort singing
- 3+ 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 working with volunteers
- 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; familiarity with Patron Manager, Volgistics, and Survey Monkey, Google Suite, etc., preferred
- 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
- Bilingual is a plus

**Other:**

- This is a full-time, salaried position working on-site at MIM; ability to work a Tuesday through Saturday schedule is needed due to weekend MIMkids classes
- Benefits package includes medical, dental and vision insurance, short-term and long-term disability insurance, life insurance, generous matching 401(k) plan, time off accruals, and other perks to enjoy

Apply Here:

[https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=618e6cec-0201-4f4a-8957-17b53a2a008e&cclid=19000101\\_000001&jobId=478843&source=CC2&lang=en\\_US](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=618e6cec-0201-4f4a-8957-17b53a2a008e&cclid=19000101_000001&jobId=478843&source=CC2&lang=en_US)