

Employment Opportunity
George Eastman Museum
Rochester, NY

Job Title: Educator, K-12 and Families

Department: Engagement and Marketing

Reports To: Eliza Kozlowski, Senior Director of Engagement and Marketing

Status: Full time

Start Date: Immediately

Posting Date: February 25, 2021

JOB SUMMARY:

Work independently and with museum colleagues to develop, execute, deliver, and advance the museum's educational initiatives, programs, and materials for children and young adults in school groups (grades 4–12), or visiting with their family or virtually (Pre-K to 12). Collaborate with school teachers and administrators.

JOB DUTIES (to be prioritized):

- Work with curators and other colleagues to develop interpretive materials for temporary and permanent museum exhibitions, including materials to be used with school groups onsite or online.
- Participate in planning and developing content and materials related to museum collections and exhibitions and to George Eastman to enhance the experiences of schoolchildren and families onsite or online.
- Develop and implement informative and engaging onsite and online educational events, programs, tours, and in-house programs (including the Discovery Room) related to the museum's mission and vision.
- Build and foster relationships with and provide services to the regional educational community (especially the Rochester City School District and other schools in the City of Rochester) through arts-in-education programs, professional development for educators, online resources, and other initiatives.
- As part of an existing collaboration, work with an educator at Writers & Books and fifth- and sixth-grade teaching teams at Rochester City School #23 on curriculum-based series of experiences, including an interdisciplinary exploration of images and writing, focused on the school's Project Based Learning (PBL) goals. Endeavor, with Writers & Books, to expand the program to additional Rochester City schools.
- Work with the Marketing and Engagement Team to promote the museum as an educational resource to the regional educational community and to promote specific exhibitions as educational opportunities for schools. Design and execute professional development opportunities for educators.
- Collaborating with curatorial staff and engagement team, assist with development of a new interpretive model for the story of George Eastman and his legacy. The new story and interpretation of this historic figure should have contemporary relevance and be relatable to the curriculum of school-aged visitors.
- Identify and develop opportunities for community partnerships and collaborative projects related to education and outreach. Attend, participate in, and make presentations at community events.
- Explore opportunities to introduce school-aged visitors to the types of jobs and skills needed in the museum field in order to foster their education and broaden their career perspectives.
- Contribute to making the museum a destination for shared family experiences.
- Work with Senior Director, Engagement & Marketing and museum director to prioritize the above duties.
- This position has no direct supervisory responsibility for staff, but will work closely with docents and volunteers.
- Perform other responsibilities and work on other projects as assigned.

PHYSICAL ACTIVITY AND WORK ENVIRONMENT:

Work environment is an office setting with moderate to light noise. This position requires sitting, standing, walking, lifting, carrying, pushing and/or pulling a maximum of 35 pounds.

MINIMUM QUALIFICATIONS:

Education Requirements

- Bachelor's degree.
- Master's degree in Education or equivalent experience.

Experience Requirements

- At least 5 years of experience as an educator, preferably in the arts.

Experience Preferred

- Experience working at a museum or other cultural institution (*strongly preferred*).
- Experience working with underserved and diverse schoolchildren (particularly grades 4 through 12).
- Experience collaborating or working with city school teachers (in Rochester or elsewhere).

Skills and Competencies Requirements

- Strong spoken and written communication skills.
- Ability to adapt speaking and writing to different audiences (e.g., age groups).
- Fluency or strong proficiency in Spanish (*strongly preferred*).
- Ability to use a desktop or laptop computer and handheld devices.
- Proficient with word processing software (Microsoft Word), presentation software (PowerPoint), spreadsheets (Excel), E-mail (Outlook, Gmail, etc.), and social media (Instagram, Facebook, Twitter, LinkedIn).
- Interpersonal skills and respect for others.
- Ability to develop new relationships, especially with teachers and school administrators.
- Comfort and skill in making presentations to small or large groups.
- Commitment to contributing to the learning of children.
- Ability to articulate and advocate the importance of the arts and humanities in childhood learning.
- Understanding of issues related to inclusivity, diversity, equity, and accessibility.
- Project management skills, including of multiple simultaneous projects.
- Reading comprehension.
- Critical thinking.
- Quality control.
- Creative problem solving.
- Judgment and decision making.

To be considered for this position, please email a cover letter, a current CV or resume to Eliza Kozlowski, Senior Director, Engagement and Marketing to ekozlowski@eastman.org

The Eastman Museum is committed to advancing inclusion, diversity, equity, and accessibility at our institution and in our society. The Eastman Museum is an Equal Opportunity Employer.