



## Deputy Director for Learning and Engagement (Exempt, Full Time)

### Description:

The Deputy Director of Learning and Engagement leads the development and delivery of public-facing educational programming and community engagement initiatives at Museum of North Texas History. Reporting directly to the Executive Director, this senior museum leadership position fosters a dynamic learning environment for visitors of all ages and backgrounds, aiming to enhance the public's understanding and appreciation of regional history. The Deputy Director will develop and supervise a small team of interns and Graduate Assistants in addition to general development and supervision for the museum's volunteer program (Ambassadors).

### Qualifications:

Excellent time management, decision-making, collaboration, research and project management skills are required. Must have a working knowledge of web design, graphic design and associated programs (e.g. Canva).

Additionally, the ideal candidate would possess the following qualifications:

- Bachelor's degree in education, Museum Studies, History, or a related field; a Master's degree preferred.
- Experience in educational programming, particularly in a museum or cultural institution.
- Strong leadership and supervisory skills, with the ability to mentor and inspire interns and volunteers.
- Excellent communication and interpersonal skills, capable of connecting with diverse audiences.
- Proven ability to create engaging educational content and manage multiple projects simultaneously.
- Passion for local history and commitment to lifelong learning.
- Familiarity with current trends in museum education and community engagement practices.

Ability to work in-person is an expectation of this position.

**Essential Duties and Responsibilities** include but are not limited to:

- Develop, implement, and evaluate engaging educational programming and workshops for diverse audiences, including schools, families, and community groups.
- Oversee the museum's outreach initiatives to increase community involvement and participation in ongoing programs.
- Collaborate with curatorial staff to integrate exhibitions with educational content, ensuring alignment with the museum's mission and goals.
- Supervise and mentor interns & Graduate Assistants, providing training and support to enhance their skills in education and engagement practices.
- Work with local schools and educational institutions to establish partnerships and facilitate field trips or special events.
- Conduct training sessions for staff and volunteers on effective educational methods and visitor engagement strategies.
- Develop program budgets and seek grant opportunities to support educational initiatives.
- Monitor and report on program effectiveness and visitor feedback to inform future programming decisions.
- Represent the museum at community events and professional organizations to enhance visibility and foster relationships within the community.
- Other duties as assigned by the Executive Director.

**Compensation & Benefits:**

- \$35,000 Annual Salary
- Professional development opportunities
- Paid Time Off, Maternity/Paternity Leave, and Paid Holidays
- A supportive and creative working environment

**Application Process:**

Interested candidates should submit a cover letter, CV/resume, and three professional references to [Director@MuseumOfNorthTexasHistory.org](mailto:Director@MuseumOfNorthTexasHistory.org) by April 1<sup>st</sup>. Start date for this position is June 1<sup>st</sup>, 2025.

Join us at the Museum of North Texas History to make a meaningful impact on the community while inspiring a love for history and learning!