



Education Manager

Supervisors: Director of Education

Status: Full-time; nights and weekends as needed

Salary Range: \$39,000 - \$45,000

The Education Manager will support the Education Department in developing and delivering innovative, enriching, and creative strategies for engagement with Pre-K through 12 students and educators; college and university students and educators; and teens as well as public programming for the Museum's audience at large in tandem with the Education Assistant and Director of Education.

The Manager will lead, book, staff, and assess tours and programs for students and teachers; will lead the development of exhibition-based tools and resources for teacher and student learning; identify and communicate with teen audiences; and research and support college and university relationships and partnerships.

The Manager will oversee public programs including the Museum's virtual family programs, Third Weekend programs, Studio programs, and select adult programming including workshops and accessibility initiatives. The Manager will also oversee programming for teens and young adults including Aldrich Teen Fellows and internship opportunities with the Museum. Management of these programs will include development of content, management of volunteer staff in the department, collaboration with curatorial and marketing as needed, speaker and artist coordination, budget and material management, and implementation.

Successful candidates will be proactive and solution-oriented; have the ability to multi-task and be flexible; be comfortable interacting with people of all ages, needs, and abilities in an engaging manner; be able to learn and adapt to new approaches in educational teaching and learning strategies; have excellent oral and written communication skills; and above all be collegial and able to work collaboratively with the Museum's team while also cultivating relationships with partners outside of The Aldrich. In addition, they will contribute to a positive organizational culture for Museum staff and volunteers.



Qualifications

- Knowledge of current trends and best practices in the areas of education and the arts
- 3 or more years of experience working in a Museum or equivalent
- 2 or more years of experience managing a team
- Knowledge and interest in contemporary art
- Excellent oral, written communication and interpersonal skills
- Strong attention to detail
- Self-motivated, flexible, and a team player
- Comfortable leading tours, workshops, and speaking to large groups and diverse audiences
- Pro-active problem solver; innovative and resourceful
- Prior experience with program assessment a plus

Please send a cover letter and resume to: aldrichedu@thealdrich.org, with the subject line “Education Manager.” Qualified candidates will be contacted. No phone calls, please.

The Aldrich Contemporary Art Museum Non-Discrimination Policy

The Aldrich Contemporary Art Museum is committed to:

- The goal of achieving equal opportunity for all.
- Providing an inclusive and welcoming environment for all members of the community.
- Providing an inclusive and nondiscriminatory work environment in which all employees are valued and empowered to succeed.
- Providing a workplace free from harassment of all kinds.

Compliance with all federal and state legislation and regulations regarding non-discrimination.

Consistent with these principles, The Aldrich does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, expression and characteristics, age, religion, national or ethnic origin, visible or invisible disability, veteran status, or any other protected status.