Museum Educator

DATE: February 5, 2021
LOCATION: Calgary, AB
TYPE: Casual/Temporary ending June, 2021

Apply by February 20, 2021 to careers@Glenbow.org

Why you should join Glenbow:

Be there. We are present. We listen. We step up. We show up. We meet people where they are. We earn trust by being authentic and dependable. We are here for each other and we are here for our community.

Spark big ideas. We empower our visitors and ourselves by encouraging curiosity and welcoming great questions. We imagine more possibilities and we create space for inspiration. We believe that creativity makes our world better.

Take pride. Remarkable things happen here because we work hard, and we are always learning. We take time to reflect and improve on what has come before. We respect the knowledge and experience of others. We approach every challenge with integrity and humility. Our personal passion fuels our high standards.

Together is better. We welcome all perspectives. What we do is better when more diverse voices are heard. We champion a collaborative environment where people feel respected, valued, and connected. We have greater impact when we work as a team.

Reporting to the Manager, Programming, this position is responsible for virtually delivering interactive, interpretive and school programs in order to assist audiences in making meaning from museum content. This position can include Outreach interpretation, gallery interpretation and school programs.

SPECIFIC ACCOUNTABILITIES:

Program Delivery/Interpretation:

- Responds with flexibility and knowledge to audience needs & questions
- Provides audience orientation and customer service.
- Assists audiences in making connections to Glenbow’s artifacts, stories and exhibitions.
- Demonstrates a thorough understanding and commitment to Glenbow ideas and community messages, including exhibit themes and cultural perspectives
- Assists in maintaining all activities, materials, props and spaces necessary to the interpretive program as directed by the Manager, Programming
- Demonstrates knowledge of Glenbow’s current/upcoming exhibits and programs, admissions and membership information
- Interprets museum content in an engaging and provocative way
- Delivers scheduled programs to audiences as directed by Manager, Programming
- Performs other duties as assigned

Program Maintenance/Improvement:

- Provides feedback regarding audience comments and experience to the Manager, Programming
- Brainstorms and documents existing programs and journals, reviews and reports on assigned programs and themes
- Contributes to and implements educational or public programs as needed
This position may also include the following activities:

**Outreach:**

- Demonstrates knowledge about themed exhibits, and the connections between exhibits and activities/programs.
- Assists audiences and groups in deriving personally meaningful experiences from an exhibit, its themes, activities, and programs.
- Demonstrates knowledge about family programming policies and procedures, as well as Glenbow Museum’s overall programs and services.
- Works collaboratively with other Museum Educators.

**Gallery Interpretation:**

- Engages audiences in conversation and promotes meaning-making in the museum.
- Provides a visible & welcoming presence to audiences
- Conducts gallery tours, talks and interpretive programs (when the museum reopens to the public).

**School Programs:**

- Facilitates learning opportunities related to curriculum and museum exhibits.
- Delivers school programs virtually and outreach programs to the public
- Assists in facilitation of teachers, parents and students.
- Assists in training other interpreters.
- Documents existing programs and records program statistics.
- Demonstrates knowledge about school programming policies and procedures, as well as Glenbow Museum’s overall programs and services.
- Works collaboratively with other Museum Educators to deliver scheduled studio activities in the Discovery Room.
- Knowledge of Alberta Curriculum an asset.

**QUALIFICATIONS**

- 2-3 years post-secondary training in one of the following disciplines: education, museum studies/education, theatre, fine arts, interpretation or equivalent experience in a discipline related to Glenbow’s collection
- Up to one year experience working directly with the public in an educational or public service environment (museum, historic site, or art gallery) preferred
- Presentation experience
- Strong working knowledge of Microsoft Office Suite of programs.