

Position Title: Museum Education Specialist

Position Description: Building educational programming is at the heart of the museum's recently adopted Strategic Plan. Central to this vision is making better use of the museum's education center, a building with hands-on galleries for children, studio spaces, and potentially quarters for visiting scholars and artists. The Museum is seeking a museum education specialist to join a small team of professionals; working in close partnership with executive director/curator; as well as membership, development and marketing staff; and visitor services staff and volunteers, including volunteer docents and paid gallery attendants.

Key Responsibilities

Expand gallery interpretation program including training and supervising docents; developing new thematic tours and gallery activities; and participating in exhibition development.

Build robust programming for adults including assessment of current programs (teas with lectures, hands on classes, recreational programs); identification of areas for expansion; developing partnerships with cultural, educational and community organizations; and piloting, evaluating and growing new programs and services.

Revamp and expand as warranted hands-on art programming for children and families.

Expand successful school programs to adjacent communities

Identify and capitalize on opportunities to extend the museum's reach and scope of services beyond the North Country.

Develop and maintain education areas of the museum's website.

Desired characteristics

5 years of museum work experience

Excellent communication and assessment skills.

Excellent attention to detail and ability to juggle multiple tasks at a time

High level of professional integrity

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in history, museum studies, art, art history, philosophy, education or a closely related field.

This is a fulltime position; some evening and weekend work required.

Founded in 1923, the Frederic Remington Art Museum expands and deepens appreciation and understanding of Remington's work by engaging contemporary audiences and keeping his legacy relevant. A small museum in a rural region, the museum serves the local community through

engaging programming and as a tourism leader. The museum is accredited by the American Alliance of Museums, and serves a wider audience of Remington enthusiasts. The Frederic Remington Art Museum is an equal opportunity employer.

Salary: \$30,000-\$35,000 with excellent benefits. Application deadline: June 9th, 2017.

Website: www.fredericremington.org. This position is non-competitive. Completed applications and certified college transcripts must be sent directly to Ogdensburg Civil Service Commission, 330 Ford Street, Room #4, Ogdensburg, NY 13669. Applications are available at www.ogdensburg.org