

## **Cultural Resources Specialist II, Museum Educator**

Museum

Starting annual salary: \$33,600.00

Application deadline: July 1, 2022

The Mississippi Department of Archives and History is recruiting a Cultural Resources Specialist II to serve as a museum educator at the Two Mississippi Museums. The museum educator is responsible for developing, coordinating, and implementing education programs and interpretive tours for museum visitors of all ages.

Duties include:

Developing and researching educational programs, including tours of the core exhibit and temporary exhibitions, school and youth workshops, exploration carts, family programs, lectures, and off-site outreach programs.

- Complete concept and implementation forms for public programs.
- Develop run-of-show and serve as a liaison between department staff.
- Develop and evaluate education goals and objectives.
- Research and design curriculum materials such as gallery guides or teacher resource kits to be used by the museum on and off-site audiences.
- Design digital distance learning programs.
- Serve as staff liaison to the education team.
- Conduct museum tours during regular operating hours and special events.
- Welcome and provide an overview for groups.
- Meet weekly with the tour group coordinator to prepare and schedule tours.
- Create and lead thematic tours within the museums, both in-person and virtual, to continue to create new approaches to the stories within each museum for returning guests and students.
- Coordinate with group tour coordinator to prepare for virtual visits.

Manage interns.

- Develop a work plan and supervise projects for student interns.

Serve as a member of the 2MM team.

- Provide occasional back-up to visitor services staff at the front desk or store.
- Complete opening and closing museum duties.
- Serve as museum liaison at community events and give public presentations
- Assist with facility use and other events at 2MM or MDAH as needed.
- Other special projects and duties as assigned.

### **Education and experience must meet the following criteria:**

- A bachelor's degree from an accredited four-year college or university and at least two years of related experience.

To apply for this position, submit an online application via the Mississippi State Personnel Board. For more information, contact the MDAH human resources office at 601-576-6865. The Mississippi Department of Archives and History is an equal opportunity employer.