

Weitzman National Museum of American Jewish History

Manager of Education

Description

The [Weitzman National Museum of American Jewish History](http://www.theweitzman.org) is seeking a creative, entrepreneurial, energetic, and detail-oriented Manager of Education to support our growing education programming. The Museum serves people of numerous backgrounds, and the Manager of Education will play a key role in serving existing audiences as well as expanding the diversity of our visitors through in-person and virtual programming. We seek someone with a passion for education, inquiry-based learning, experience working with volunteers, and a keen sense of how historical stories can be made relevant to our present-day lives. The ideal candidate will be familiar with formal and informal education methods, be able to create digital content and marketing materials, passionate about museums, and committed to The Weitzman's mission. More information about the Museum is available at www.theweitzman.org.

Responsibilities

Reporting to the Director of Education, the Manager of Education will coordinate, market, design, and implement in-person and virtual educational programming for visitors, school-aged youth, adults, and educators. They will also be part of the team providing partnership events and performances. Expect to participate in the Museum's acclaimed National Educators Institute, work with our [OpenBook](#) curriculum, and cross-departmental projects and planning. In fulfillment of the Museum's commitment to diversity, applicants of all backgrounds are encouraged to apply for this position.

Applicants should be prepared to:

- Deliver existing in-person and on-line educational programs to audiences of all ages.
- Develop new programs and curricula that advance the museum's vision for its future.
- Plan and implement family programming, outreach events for educators and educational institutions, and other community engagement opportunities.
- Create digital content, marketing materials, and maintain the Education page of the Museum's website.
- Help diversify the Museum's audiences, among Jews and people of all backgrounds.
- Support our docent volunteers and docent continuing education coordinator.

Qualifications

- 2-4 years of experience working in a museum or other educational institution
- Proven experience in program development for informal and formal educational settings
- Dedicated team player who thrives in an energetic workplace
- Highly detail-oriented
- Strong written and verbal communication skills.
- Creative, strategic thinker who loves exploration, experimentation, and play
- Available to periodically work on weekends or evenings as required by the position.

Please submit a resume and cover letter to: employment@theweitzman.org

**Compensation**

Salary Range for this position is \$50k - \$58k, based on experience. The Weitzman offers a competitive package of benefits including health, dental, vision, retirement, family leave and more. The successful candidate will spend the majority of their time on-site, but a hybrid schedule can be available at their supervisor's discretion.

About the Museum

The Weitzman National Museum of American Jewish History, located on Historic Independence Mall, brings more than 360 years of American Jewish history to life. Tracing the stories of how Jewish immigrants became Jewish Americans, the Museum invites visitors of all heritages to share their own stories and reflect on how history and identity shape and are shaped by the American experience. An open door for all, The Weitzman honors the past and propels the future by fueling imagination and ideas, culture and community, leadership and service, in ways that turn inspiration into action.

The Weitzman is an equal opportunity employer that is committed to workplace diversity and to providing employment opportunities to all qualified applicants without regard to race, color, religion, age, sex, sexual orientation, gender identity, national origin, marital status, parental status, or veteran status.

All employees working on the Museum floor and during public events are required to provide or complete background checks and child abuse clearances.