

BROOKLYN CHILDREN'S MUSEUM
JOB DESCRIPTION

POSITION/TITLE: Vice President, Programs & Education
STATUS: Non-Union, Exempt
DEPARTMENT: Programs & Education
SUPERVISOR: President & CEO

Brooklyn Children's Museum (www.brooklynkids.org) is the world's first children's museum and a pioneer in the fields of early childhood education and informal learning. Rooted in its vibrant Brooklyn community, the Museum's mission is to provide first cultural experiences for children and families that inspire curiosity, creativity, and lifelong love of learning.

POSITION SUMMARY

Brooklyn Children's Museum (BCM) seeks a visionary leader committed to creating extraordinary formative cultural experiences for children and families. Grounded in visual art, performance, world cultures, and nature, the Museum's programs and exhibits expose children to a world of cultural learning, and build foundations for lifelong cultural engagement.

Reporting to the CEO and participating as a member of the executive team, the Vice President of Programs and Education is responsible for creating and implementing annual and long-range plans for BCM. The VP shapes vision and strategy for exhibitions, education and outreach, public programs, and collections to create high-quality, innovative, and joyful experiential early childhood programs.

The VP directs the Education, Exhibits and Collections departments. Education includes strategic and curricular vision for public, school and after-school programs, with a focus on arts, culture and life science. The Collections department curates and cares for roughly 28,000 objects, as well as a collection of roughly 100 live animals and plants. Leveraging the Museum's collection, the Exhibits department curates, creates and maintains permanent and temporary exhibits. The VP for Programs & Education

- creates strategic vision, goals, and objectives for the Museum's programs and exhibits, and implements tactics to realize that vision;
- sets goals, monitors work, and evaluates results to ensure that departmental objectives and operating requirements are met;
- supervises, hires and evaluates department staff;
- creates mission-grounded revenue opportunities, including increasing visitorship; developing fee-based programs; and managing traveling exhibitions; and,
- acts as a thought-leader for the fields of early childhood education and museum studies.

RESPONSIBILITIES

- Prepare annual and long-range planning goals, objectives and strategies, and prepare and manage department budgets.
- Direct the research, development, implementation, dissemination, and evaluation for all education program areas, including programs for general public and K-12 education.

- Lead the development of innovative educational materials, and foster professional development opportunities for staff and outside educators.
- Develop project proposals and assist in fundraising efforts.
- Plan new programs for the Museum’s various expansion and renovation projects including a rooftop terrace, children’s garden, art studio, theater, and satellite spaces in Brooklyn.
- Develop partnerships with public and area private schools, and lead communication between the Museum and the NYC Department of Education, UFT, and DYCD.
- Oversee compliance for program-focused city contracts.
- Oversee contracts for new, visiting, and traveling exhibitions.
- Hire and manage personnel; engage consultants as needed.
- Communicate and represent projects, priorities, and programmatic impact to a variety of constituencies including: Museum staff and Board, funders, community groups, schools and other members of the field.
- Identify key partnerships and collaborations to further the Museum’s goals.

QUALIFICATIONS

- Graduate degree in museum work, education, curatorial, or early childhood studies; PhD preferred.
- Academic or professional grounding in play-based early childhood education and/or object-based learning.
- Demonstrated management ability, with excellent communication, writing and team leadership, operations and interpersonal skills.
- Experience creating and managing budgets, and overseeing revenue and expense goals.
- 10+ years managing educational programs and staff in a museum or education setting.
- Commitment to working with children and families and experience working with a diverse audience.
- Experience conceptualizing projects and writing funding proposals; project management experience including evaluation.
- Experience with visitor experience, collections, exhibits, and education operations preferred.
- Previous work with City of New York funding, and understanding of public policy and community affairs in Brooklyn a plus.

APPLY

Please send a cover letter and resume in a single PDF to careers@brooklynkids.org with “[Your Last Name] – VP, Programs & Education” in the subject header. Applications received by Monday, March 20, 2017 will be given priority. Only those candidates selected for an interview will be contacted. No telephone calls or emails, please.

Brooklyn Children’s Museum is an equal opportunity employer. We value a diverse workforce and an inclusive culture. BCM encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, disability, and veteran status.

March 2017