Job Title: Director of Environmental and Outdoor Education
Reports to: Senior Director of the Museum Experience
Weekly Hours: 40
Weekly Schedule: Sunday-Thursday
Date: January 16, 2020

Position Overview:
The Director of Environmental and Outdoor Education is a critical member of the Museum Experience department and Management team. S/he is responsible for developing and implementing engaging outdoor and environmental learning opportunities for all visitors; building relationships with relevant local and national partners; contributing to the Museum’s long-term plans for sustainability; and working closely with the other Education Directors to provide a comprehensive and excellent visitor experience.

Principal Duties and Responsibilities:

- Develop and implement an innovative outdoor and environmental education strategy aligned with the Museum’s mission and strategic goals, to foster connections for all visitors with the natural world.
- Provide high-quality, hands-on environmental learning experiences throughout the Museum’s campus.
- Collaborate with the Manager of Learning Experiences to recruit, train, and support floor staff and volunteers in best practices for interactions with children and adults in the outdoors.
- Together with the Programs Educator, deliver a noteworthy suite of nature programs and experiences as part of the Education team’s annual offerings.
- As part of the Exhibits team, manage interactive learning experiences, especially in Discovery Woods and the Treehouse, to ensure high-quality, well-maintained offerings.
- Regularly assess the value and impact of current museum education initiatives and conduct research to develop new programs and exhibits.
- Develop ideas for new revenue generation and partner with the Development department to identify funding sources and strategic opportunities.
- Build and sustain strong community collaborations, partnerships and networks, with youth-focused organizations and special audience groups, to diversify the Museum’s audience, extend the Museum’s reach, and advance the Museum’s mission and strategic goals.
- Develop and implement evaluation tools to measure, interpret, and analyze the outcomes of programs and initiatives relative to the strategic goals of the Museum.
- Develop an annual budget that reflects Museum and department priorities, and monitor income and expense lines.
• Collaborate with other departments to support visitors with special needs in their experiences throughout the Discovery Museum campus.
• Maintain and apply a thorough knowledge of outdoor and environmental education, industry trends, and best practices.
• Support development of long-term goals for school group visits together with the School & Group Programs and Visitor Services & Operations teams.
• Work with the Marketing department to produce content for program sponsorships, press releases, website, and other media.
• Collaborate with Education colleagues to plan and provide professional development workshops for staff and gallery volunteers.
• Represent the Discovery Museum’s position on outdoor and environmental education, e.g. through presentations at conferences, workshops, meetings, and webinars; written articles for journals, newsletters, and online postings; and other modes of professional communication.
• Be prepared to act as back-up Museum manager and handle operations in emergency situations, as needed.
• Additional duties as needed or required.

**Supervision Received:**
The Director of Environmental Education reports directly to the Senior Director of the Museum Experience.

**Supervision Exercised:**
The Director of Outdoor and Environmental Education will co-supervise the Programs Educator.

**Qualifications & Skills:**
Qualifications: College degree in environmental science, engineering, education, or related field, and 5+ years of professional experience teaching, coordinating programs, facilitating community outreach, and supervising staff in a formal or informal education setting. Experience with program development and delivery for young audiences, experience leading groups in outdoor settings. Excellent organizational, written, and oral communication skills required. Must have experience and comfort working with diverse constituencies. Must be able to work during school vacation weeks, occasional evenings, and some holidays (the Museum is closed for major holidays including Christmas Eve and Day, Thanksgiving eve and day, July 4th, Labor Day, Easter Sunday, and Memorial Day). Bilingual skill is helpful. CORI check will be required at time of offer.

To apply, please send cover letter and resume to Brindha Muniappan, with the position title in the subject line. No phone calls please.

Discovery Museum is an Equal Opportunity Employer and committed to providing a welcoming and inclusive space for all.