

ASHEVILLE ART MUSEUM

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PO Box 1717 | Asheville, NC 28802-1717

Head of Learning & Engagement

Updated 7/2024

Organization

Established in 1948 by artists, the Asheville Art Museum engages, enlightens, and inspires individuals and enriches community through dynamic experiences developed for all ages that interpret its Collection and exhibitions of American art of the 20th and 21st centuries. Anchoring the center of lively downtown Asheville in the Blue Ridge Mountains, the Museum serves residents of the Southeast and Western North Carolina region, as well as visitors from around the country and the world.

Position Description

The Museum is seeking an experienced **Head of Learning & Engagement** to lead its continued growth as a leading cultural institution in the Southeast and WNC with national impact. This position leads the Learning & Engagement team, advocating for personally meaningful and visitor-centered experiences through onsite, outreach, and virtual programs for all ages and abilities. This position ensures that educational programs and opportunities advance the Museum's mission, vision, and values, and align with leading-edge museum practices in diversity, equity, access, and inclusion.

This position reports to the Executive Director. This position oversees Learning & Engagement staff, interns, and volunteer educators.

Primary Responsibilities/Essential Functions (including but not limited to):

Leadership/Management

- Set overall vision and goals for Learning & Engagement team that align with Museum mission, vision, and values. Represent departmental priorities and projects to Museum leadership, staff, and outside parties as member of senior leadership team.
- In consultation with Finance and Administration Manager and Learning & Engagement team, lead efforts to set annual budget for department. Oversee expenditures to ensure that Learning & Engagement department operates within approved budget including approval of purchase and check requests, acting as cardholder for departmental expenditures, etc.
- Supervise School & Teacher Programs Manager, Youth & Family Programs Manager, and Adult Programs & Community Outreach Programs Manager. Work with team members to set individual goals and direction.
- Manage regular operations of Learning & Engagement department including recruitment, training, scheduling, leave requests, annual reviews, etc.
- Interact with the arts community and civic bodies as an advocate for the arts and the Museum.
- In close collaboration with the Grants Manager, prepare, write, and submit grant proposals to secure funding for various projects and initiatives.

Adult Programs

- Develop and implement onsite, outreach, and virtual programs (access programs, gallery talks/tours, lectures, panel discussions, reading group, classes and workshops, films,

performances, speakers bureau, travel programs, etc.) relating to special exhibitions and Museum's Collection for a diverse range of college-age, adult, and older-adult audiences.

- Lead program and oversee recruitment and training of volunteer educators with School & Teacher Programs Manager, develop tour curriculum based on NC Standard Course of Study and best practices in visitor engagement and diverse learning styles. Implement and deliver both new training and continuing education for established volunteer educators.
- Manage internship program including recruitment, professional and project development, and placement with staff supervisors. Supervise Learning & Engagement interns.
- Act as Learning & Engagement team's primary liaison with the Curatorial team for exhibition and interpretation-related activities, ensuring strong connection between departments.
- Design and implement Museum-wide visitor research and evaluation efforts.
- Liaise with area college/university faculty on curriculum-related opportunities.
- Initiate and maintain partnerships with local arts organizations and businesses.
- Collaborate with Development team on fundraising for Learning & Engagement programs, projects, and initiatives, including grants and gifts.
- With Communications team, maintain and contribute Learning & Engagement content to Museum's website and social-media platforms.
- With Adult Programs and Community Outreach Manager engage college-age and adult visitors with guided tours, gallery talks, workshops, and outreach.
- Other duties as assigned.

Special Requirements & Compensation

This year round, full-time position with full benefits may at times require a flexible schedule to accommodate programs, events, and after-hours work including weekend and evening hours. Annual compensation includes a salary range of \$65,000 - \$72,000 depending on experience, plus paid time off, health insurance, and retirement benefits after required probationary period. The incumbent should have a valid driver's license, be able to lift items up to 30 pounds, handle tools or controls, use close vision, and travel periodically for meetings or Museum business.

Education & Experience

The ideal candidate is both an exceptional educator and a tactful manager with an undergraduate degree, academic training, and work experience in art education, art history, material culture, museum education, museum studies, studio art, or related field; 10+ years experience in museum education or closely related field, with progressively increased responsibility for program, staff, and volunteer management; excellent writing, editing, verbal communication, and interpersonal skills including public speaking; the ability to maintain the highest standards of professional ethics and integrity; and awareness of critical social issues and their relationship to inclusive and equitable decision-making in the arts. Graduate degree and experience creating engaging, interactive programming for American and/or contemporary art are highly desirable. The incumbent must be flexible and able to work independently, collaboratively, and effectively in a fast-paced, creative environment.

To apply, please send a resume, cover letter, writing sample, and three references to careers@ashevilleart.org with "Head of Learning & Engagement" in the subject line.

Duties, responsibilities, and activities may change at any time with or without notice.

Equal Employment Opportunity

The Asheville Art Museum provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Diversity, Equity, Access, and Inclusion

The Asheville Art Museum's vision is to transform lives through art, and we welcome all visitors without discrimination. The Museum acknowledges that it is situated upon the ancient, southern Appalachian ancestral homeland of the Cherokee Tribe and that this region is still the home of the Eastern Band of Cherokee Indians today. The Asheville Art Museum is committed to being an active leader against racism. We uphold anti-oppressive and equitable practices, while striving to create opportunities for education and action to build a stronger community. The Asheville Art Museum is dedicated to advancing diversity, equity, access, and inclusion—now and in the future. The Museum is moving with awareness and commitment, through assessment, training and engagement, to implementation and accountability.