



The Reach Gallery Museum Abbotsford
Curator of Learning & Community Engagement
Full time: 35/hrs
Salary: \$40,000-\$45,000

The Reach Gallery Museum is a not-for-profit organization with a mandate to be the center of cultural and creative innovation in the Fraser Valley. The Reach is a hive of education and public programming activity presenting hundreds of events and activities each year for audiences of all ages. Reporting to the Executive Director, The Curator of Learning & Community Engagement plays a lead role in shaping all public and educational programs at The Reach and works closely with the curatorial team to align all programmatic activity with the organization's strategic direction.

The Curator of Learning & Community Engagement is responsible for devising and managing a visitor-centered suite of public and educational programs to inspire and challenge audiences. The position builds meaningful relationships with diverse communities across the region, and considers how audiences will be best served, challenged, and represented by the public and educational programs offered at The Reach. The Curator of Learning & Community Engagement provides leadership through the development, delivery, and evaluation of programs, and is responsible for recruiting and scheduling program instructors and volunteers as required, as well as providing supervision and oversight for professional training initiatives (e.g. student and volunteer opportunities, internships).

This is a full-time position (35 hours per week). Core work hours are between 10 am- 4 pm Monday to Friday with flexibility to work outside these hours as needed to achieve organizational goals.

Duties & Responsibilities:

Program Development & Delivery

- Conceive, develop, coordinate, and manage on-site and off-site public programming and engagement activities
- Develop educational programs and learning resources for delivery at The Reach and in the schools
- Manage overall programming calendar, working closely and collaboratively with staff team
- Manage scheduling, calendars, materials, and work spaces used for all programming activity
- Lead the delivery and facilitation of educational and public programs, including the recruitment, training and supervision of volunteers, facilitators, and instructors to assist with public and educational programming as required
- Work closely with the curatorial team to ensure that programming goals are aligned with exhibitions and overall strategic direction
- Build alliances with educators, administrators, and other education stakeholders in support of programs offered by The Reach (e.g. School District 34, private academies, post-secondary institutions, etc.)
- Manage The Reach's outreach participation in selected local festivals and events
- Supports other Reach initiatives as required

Administration

- Participate in organization-wide strategic planning, budget development, and policy and procedure development of museum policy

- Manage overall programming budget and monitor program-specific budgets
- Oversee program promotion, registration, and evaluation
- Gather statistical data and provide impact reports on programming activity as required
- Research, write, and oversee grants in support of programming initiatives
- Work closely with the Executive Director to plan and approve staffing levels and job descriptions for hourly programming staff

Relationships

- Work closely with colleagues to maintain a respectful, collegial, and enjoyable work environment.
- Maintain and develop relationships with a variety of diverse local communities to better understand the character of the region, and to ensure that these communities are reflected in the programming of the organization
- Mentor and supervise programming staff, volunteers, student workers, and interns
- Act as an ambassador for The Reach at all levels of public engagement.

Qualifications:

- Degree/diploma in the area of museum education, studio art, art history, history, museum studies or a related field. Graduate degree preferred
- Minimum two (2) years of museum experience in a curatorial or education department with a measurable level of achievement of institutional goals
- Experience working with a wide variety of age groups in an educational capacity
- Knowledge of current practice and theory in museum and art education with special attention to trends in pedagogy and practice
- Knowledge of educational learning principles and familiarity with BC curriculum in a variety of subjects from K-12
- High level of interpersonal, written, and oral communication skills, with the ability to communicate and build relationships with a wide range of constituencies
- Effective planning, supervising, and problem-solving skills, the ability to manage multiple projects and competing deadlines, and to complete tasks efficiently and to a high standard
- Strong organizational and administrative skills, proficiency with computers including Microsoft Office and online applications
- An enthusiastic attitude and an energetic desire to work with colleagues, artists, volunteers, interns, and community members to create something extraordinary. A good sense of humour is considered an asset
- Must have a valid BC driver's license and the ability to pass a criminal record check.

Compensation

The compensation package includes extended medical and dental coverage, paid vacation, and the ability to contribute to a matched RSP program.

To Apply

The Reach is an equal opportunity employer and encourages applications from candidates who are Indigenous, visible minorities, persons who are differently-abled, or new Canadians.

Please submit cover letter and résumé electronically by 5pm on Monday June 17, 2019 to:

Laura Schneider
Executive Director
lschneider@thereach.ca

We thank all applicants for their interest, however, only those selected for an interview will be contacted.