The University of Iowa Pentacrest Museums is seeking a Director of Education and Engagement. The Director of Education and Engagement will determine the overall direction for all University Pentacrest Museums education and outreach programming, manage program and staffing budgets, and contribute to the strategic plans of the museums by increasing campus-wide engagement of students, faculty, and the community. Occasional nights and weekends may be required.

For additional information and a detailed job description, please visit the departmental website at: https://research.uiowa.edu/office-vice-president-research/open-positions

About the Pentacrest Museums
The University of Iowa Pentacrest Museums are the UI Museum of Natural History and the Old Capitol Museum. The Pentacrest Museums strengthen the vital role of both Museums in the educational, research, and engagement missions of the University enhancing the UI's focus on cultural and environmental diversity.

Salary Range
$42,038 - $45,000 plus Benefits

Qualifications:

Education or Equivalency Required
A Bachelor's degree in a field of study related to the sciences, humanities, education or an equivalent combination of education and experience is required

Required Qualifications
- Three years of professional experience with increasing responsibility in a museum, art gallery, or similar nonprofit focused on art, culture, science and/or humanities public education and access.
- Ability to concurrently manage, delegate, and execute multiple tasks to meet firm deadlines along with the ability to exercise discretion and independent judgment in the performance of duties with only general supervision or direction.
- Demonstrated project history developing and implementing educational programs along with the knowledge of and commitment to current exhibition practices and collection stewardship policies.
- Demonstrated ability to promote collaborative teamwork, creativity, and open communication with diverse constituencies.
- Demonstrated understanding of the importance of equal access to information.
- At least one year of direct supervision of student, volunteer, or professional employees.
- Excellent public speaking skills for multiple audiences.
- Evidence of strong organizational skills and attention to detail.
- Demonstrate excellent written and verbal communication, interpersonal, and relationship management skills.
- Demonstrate extensive proficiency with Microsoft Office software, (Excel, Outlook, Word, PowerPoint, etc.).

Highly Desirable Qualifications
- A Master's degree in Natural History, Natural Science, Education or related field.
- Familiarity with contemporary education practices.

Desirable Qualifications
- Experience in the development and implementation of strategic business goals and plans.
- Experience managing resources for educational/instructional programs including faculty, staff, etc.
- Experience with grant proposals including grant writing, submission, and post-award management.
- A record of presentations, publications and/or service in professional organizations related to the candidate’s field of study and/or professional endeavors.
- Curatorial, university teaching, and grant-writing experience preferred.
Application Details and Instructions:
Upload the following documents and mark them as a “Relevant File” to the submission:
- Cover Letter
- Resume

Job openings are posted for a minimum of 14 calendar days and may be removed from posting and filled any time after the original posting period has ended. Successful candidates will be subject to a criminal background, and verification of academic credentials. Up to 5 professional references will be requested at a later step in the recruitment process.

Classification Title: Programming and Outreach Manager
- Appointment Type: Professional and Scientific
- Schedule: 100%

Compensation
- Job Grade: 4A

Contact Information
- Organization: Office of the Vice President for Research
- Contact Name: Sarah Tillman
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