SCIENCE CENTER POSITION DESCRIPTION

Exhibit Developer

**Title of Manager:** Vice President of Museum Experiences

**Main Functions:**
The Exhibit Developer will be a member of the Museum Experiences team and support the Museum's mission by developing experiences that cultivate a broad community of curious, confident, critical thinkers. This person is responsible for researching and interpreting science concepts and developing experiences that appeal to a diverse range of visitors.

**Duties and Responsibilities:**

**Exhibit Development – 90%**
- Work with Museum Experiences team to develop learning goals and objectives for museum exhibitions and experiences
- Generate ideas for museum experiences, grant-funded exhibit projects, and traveling exhibitions that will meet these learning goals and objectives
- Conceptualize and develop the big idea and narrative framework for new exhibitions
- Write and edit exhibit texts and labels to engage a broad audience
- Provide informal evaluations of existing exhibits and new projects and make suggestions for improvements
- Assist the Museum Experience team in their designing, building, and testing of exhibit prototypes
- Work collaboratively with other members of the exhibits team and other internal and external project teams
- Manage multiple tasks simultaneously while setting priorities
- Work independently or in a team to set and accomplish goals
- Work with community partners and external stakeholders to ensure multiple perspectives are incorporated into exhibit design
- Work collaboratively to collect and incorporate guests’ feedback through evaluation

**In-house Exhibit Maintenance and Installations – 10%**
- Assist team in daily museum exhibit inspections
- Assist team in exhibit renovations with an eye toward content and interpretation to ensure that museum exhibits excel in innovation, excellence, cleanliness, and safety
- Assist team in installation and change-over of exhibitions and individual exhibits
- Works collaboratively with the exhibits team and other museum departments to update exhibits throughout the museum
Experience and Skills:
- Understanding of informal science education and learning
- 1-3 years of experience with an exhibition team or comparable experience
- Ability to interpret scientific concepts for a wide audience
- Experience and comfort working with the general public
- Proven ability to communicate ideas
- Proficiency with word processing software
- Excellent organization and communication skills
- Flexibility, willingness to learn new things, openness to receiving feedback and able to respect differing viewpoints
- Physical ability to lift and carry 50 lbs., climb and work on ladders and operate simple power tools
- Dependable, self-motivated, and resourceful
- Available for occasional evenings, weekends, or travel

Relevant Experience:
- Proficiency with Adobe Photoshop, Illustrator, and InDesign
- Shop skills
- Knowledge of exhibit-related exhibit building materials and methods
- Managing materials and time within a budget
- Evaluating exhibits or programs
- Fluency in languages other than English
- Experience or cultural competency working with diverse communities

Working Conditions:
Fast-paced, non-profit, hands-on museum environment. Must be able to work on many projects simultaneously with interruptions. Must work well in both an individual and team setting. Ability to carry, lift and move exhibits, tools, equipment, and construction materials and other heavy items is required.

Time Commitment:
Full time (40 hr/wk) non-exempt position. Weekend and evening work, as well as periodic travel is required.

Term:
This position has a one-year term and may be extended at the discretion of the Sciencenter.

Salary and Benefits:
Salary commensurate with experience. Full Sciencenter benefits provided.
Application Instructions:

Please include the following in your application:

1) Cover Letter

2) Resume

Send your application as one PDF file to: cFagan@sciencenter.org

Deadline: Monday, March 16

The Sciencenter is an Equal Employment Opportunity Employer