



## Jamestown-Yorktown Foundation Employment Opportunity Museum Education Specialist- Elementary (*Full-Time*)

The Jamestown–Yorktown Foundation is seeking a qualified candidate to join the Education team as our Museum Education Specialist (Elementary)! Our successful candidate will understand the importance of learning, curiosity, and empathy in fostering an understanding of how the past influences the present. The ideal candidate will have experience in producing high-quality, educational, and engaging programs for preK-6th grade students, working constructively in a team setting, and creating a culture of support and mentorship for frontline staff. This position will also be responsible for creating afterschool and summer camp opportunities that extend learning outside of the classroom for elementary audiences.

### What are the qualifications for this position?

- Excellent oral and written communication skills.
- Demonstrated skills in development and implementation of pre-K to sixth grade lessons and activities, especially in museum education programs.
- Skilled in presenting education programs to diverse pre-K to sixth grade and teacher audiences. Knowledge of museum education techniques and resources.
- Ability to develop, implement, evaluate, and revise inquiry based and dialogic education programs.
- Demonstrated ability to organize resources effectively to achieve objectives.
- Effective collaborator and team player.
- To further frontline mentorship, experience in supervising and mentoring a diverse staff is strongly preferred.
- Teaching experience at a variety of levels is preferred.
- To support staff training and mentorship, additional consideration for those who have experience in adult education techniques.
- Undergraduate degree is strongly preferred (history, anthropology, museum studies or education).

### What are the salary and benefits?

The salary for this position is **\$35,000—\$37,000** annually.

Other benefits include:

- State health benefits & flexible spending accounts.
- Paid leave including sick leave, personal leave, annual leave accruals, and 12 holidays.

### How do I apply?

Please submit an application either online at <https://virginiajobs.peopleadmin.com/> or by contacting Human Resources at [hr@jyf.virginia.gov](mailto:hr@jyf.virginia.gov) for additional application options. Applicants only will be screened based on what is presented in the Commonwealth of Virginia employment application and related documents. We are committed to providing equal employment opportunities for all persons and applicants, without regard to age, color, disability, gender, national origin, political affiliation, genetic information, race, religion, sexual orientation, sex (including pregnancy) or veteran status. JYF encourages and invites minorities, women, individuals with disabilities and veterans to apply. We also consider all qualified applicants regardless of criminal histories, in a manner consistent with legal requirements.

### What is the Jamestown-Yorktown Foundation?

As an agency of the Commonwealth of Virginia, the Jamestown-Yorktown Foundation is an educational institution that provides through its two history museums an awareness and understanding of the early history, settlement, and development of the United States through the convergence of American Indian, European, and West Central African cultures and the enduring legacies bequeathed to the nation.

### What are the career advancement opportunities?

This position has the opportunity for promotional movement within the Foundation and other agencies within the Commonwealth of Virginia.

We believe that long-term career growth is a key aspect of job satisfaction!

- Professional development opportunities.
- Retirement savings plans with limited employer match available (VRS).
- Life & Long-Term care insurance.
- Employee Assistance Program.
- Employee discounts for companies including Verizon, Enterprise, Choice Hotels, and many more!