

The **Education Manager** is a passionate and strategic leader responsible for advancing the USS Constitution Museum (USSCM) as a recognized leader in education. This role oversees the development, delivery, and evaluation of innovative educational programs for K–12 students, youth, sailors, college audiences, and educators. The Education Manager will lead a talented team of museum educators and facilitate meaningful learning experiences that promote enthusiasm for USS *Constitution*'s history, aligning with best practices in museum education.

This position requires a collaborative, imaginative educator with strong management skills, a deep love of teaching, and the ability to create a culture of innovation, excellence, and inclusion.

### **Program Development & Facilitation**

- Design, implement, and evaluate engaging educational programs for students, teachers, youth, and college audiences.
- Provide subject matter expertise and inspire learning around the history of USS *Constitution* and related themes.
- Lead and facilitate Crew Training and develop supporting curricula and materials.

### ***Leadership & Supervision***

- Provide leadership, mentorship, and coaching to the education team.
- Set annual goals, foster a collaborative and innovative culture, and support professional growth.
- Observe facilitators and provide feedback to ensure high-quality program delivery.

### ***Strategic Growth & Innovation***

- Establish a strong community of practice among USSCM education staff.
- Monitor trends in museums and informal education, ensuring programming remains innovative and relevant.
- Contribute to the Museum's broader strategic goals through cross-departmental collaboration.

### ***Evaluation & Reporting***

- Establish key performance indicators (KPIs) and use data to assess and improve educational programming.
- Prepare and present regular reports with a focus on audience satisfaction and impact.

### ***Budgeting & Revenue***

- Develop and monitor the education department's budget, ensuring effective resource use and return on investment.
- Achieve revenue goals through fee-based programming, grant support, and strategic partnerships.

- Support the development and implementation of education-focused grants, ensuring compliance with funding requirements.

### ***Partnerships & Outreach***

- Cultivate and strengthen relationships with schools, districts, teachers, and education leaders.
- Develop and lead teacher workshops and represent USSCM in educational collaboratives such as Place-Based Boston.

### **Qualifications**

- Proven success in designing, delivering, and managing educational programs for diverse audiences in museum, nonprofit, or educational settings.
- Master's degree in museum education, history, or a related field, or equivalent experience.
- Demonstrated ability to lead and develop high-performing teams.
- Strong understanding of learning standards, curriculum development, and teacher professional development.
- Experience managing departmental budgets and grant-funded programs.
- Excellent written and verbal communication skills.
- Strong classroom management and group facilitation skills are important.
- Proficiency in Microsoft Office; experience with FileMaker or similar database software preferred.
- Spanish language proficiency is a plus.
- Background or interest in maritime history and/or sailing is a plus.

### ***Ideal candidates will:***

- Identify as an educator with a deep love of teaching and learning.
- Bring energy, creativity, and flexibility to their work.
- Be collaborative, calm under pressure, and committed to continuous improvement.
- Have a strong sense of mission and a growth mindset.

### **Salary Range:**

\$60,000 - \$68,000

### **HOW TO APPLY**

Interested candidates should submit their resume and cover letter to

<https://ussconstitutionmuseum.bamboohr.com/careers/24?source=aWQ9Mjl%3D>