

POSITION OVERVIEW:

Pyramid Hill Sculpture Park and Museum is hiring an **Associate Director of Education and Programs** to create and lead programming for all ages. This position collaborates with partner organizations and artists to offer interdisciplinary arts experiences to Park patrons, schools, and the broader community. This position would be responsible for creating a diverse range of programs and events aimed at being inclusive of all ages and backgrounds.

The Park provides meaningful, cross-disciplinary, educational experiences that leverage the intersection of arts and nature. The ideal candidate will help craft and implement the Park's education strategy for programming, exhibition and artist integration, as well as visitor engagement and learning. This includes new initiatives like overseeing education initiatives and tours for Fortified Hill, a Hopewell era indigenous ceremonial earthwork stewarded by the Park. This position would be heavily involved with leading and programming our Signature Events including Founder's Day (March), Art & Earth Day (April), and Art Fair (September) in addition to our general series events.

An ideal candidate will:

- Demonstrate a deep understanding of how to engage diverse, intergenerational audiences with an emphasis on families and youth.
- Builds community within the local arts and education sector and seeks out opportunities for collaboration.
- Oversee curriculum-informed engagement opportunities for informal and formal educational audiences, including k-12 initiatives, university engagement, adult workshops, and full family education.
- Manages projects, keeping and meeting deadlines, with strong skills at prioritizing and multitasking.
- Works with Marketing Manager to integrate data collection and assessment into programs to ensure programmatic improvement and growth.
- Design, develop, and implement new innovative educational experiences for visitors to facilitate engagement with the Park's collections, outdoor spaces, and special and permanent exhibitions.
- Prepares and presents inclusive programs focused on art making, local natural/cultural history, environmental topics and sustainability to diverse groups and individuals.
- Plan programmed events and coordinate/train with volunteers, partner organizations, or contractors when applicable.
- Collaborates on grant and sponsorship impact reporting.
- Lead and facilitate tours and workshops as necessary.
- Maintain online and hard copy registrations for classes and camp.
- Oversees program prep, set-up, and clean up for education programming.
- Value diversity, equity, access, and inclusion.

Required Qualifications:

- Bachelor's degree with an appropriate combination of education, training, course work and experience
- Minimum of four years' experience working in education, at an art institution, or in program management (can be part of education or certification requirements.)
- Strong project management and collaboration skills.
- Experience creating age-appropriate lesson plans and/or art projects, as well as the ability to create a fun and respectful atmosphere for all participants.
- Demonstrates excellent communication, listening, and presentation skills.
- Ability to communicate effectively with people from a variety of backgrounds and skill levels.
- Knowledge of national and regional education trends and standards
- Excellent writing and editing abilities
- Proficiency in Microsoft Office (Excel, Outlook, PowerPoint, Word), or Google Suite (Docs, Slides, Sheets), and willingness to learn new software as needed.
- Interest in art and the natural environment

Preferred Qualifications:

- Have classroom or studio teaching experience
- Have experience in non-profit environment
- Experience working directly with artists and/or volunteers
- Experience with art making, curation, or performing arts
- Experience working with school systems, educational organizations, or Ohio arts sector
- Related experience with natural history, environmental studies, or sustainability practices
- Experience working with volunteers

License & Certification Requirements:

- State Motor Vehicle Operator's License.
- Must be able and willing to complete a background check
- Ability to document identity and employment eligibility within three (3) days of original appointment as a condition of employment in compliance with Immigration Reform and Control Act requirements.

Compensation & Benefits

Compensation: \$50,000 with annual cost of living increases.

Starting Benefits: fifteen (15) paid vacation days, five (5) sick days, ten (10) paid holidays, employer matched retirement plan, health, vision, and dental insurance options, NARM and ROAM reciprocal memberships, professional development plan, and flexible work schedule opportunities. No travel requirements are expected for this position.

Work Days: Pyramid Hill is open seven days a week to give all patron's time to enjoy the Park. Administrative offices open 9-5 Monday through Friday, however this position has the option for a flexible schedule arrangement. Some weekends and nights are required due to programmatic offerings, but a 40-hour work week is maintained and compensatory time off is arranged ahead of time. This is a full-time, exempt employee position.

Work Environment:

The gorgeous 470 acres offers a very serene work setting and employees are encouraged to get out and enjoy our Park setting. This year-round position will average 40 hours per week and will require occasional evening or weekend shifts for pre-scheduled programming.

While performing the duties of this job, this role must regularly sit, stand, walk, talk, and hear; to use arms, hands, and fingers to handle or reach. The employee often must stand and walk, sometimes on hills or uneven terrain. The employee must occasionally lift or move up to 25 pounds. Must be willing to have required vaccinations to work with children and immune compromised populations.

Pyramid Hill is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, sex, age, national origin, ancestry, disability, military status, or any other classification protected under applicable law.

To Apply:

Qualified candidates should submit a cover letter, resume, and references to Sarah Templeton Wilson, Executive Director at swilson@pyramidhill.org. Applications will be reviewed on a rolling basis beginning December 6 and the position will be filled as soon as the successful candidate is identified.

About the Park:

Pyramid Hill is a 470-acre nonprofit sculpture park founded in 1997. The Park is home to over 70 monumental outdoor sculptures displayed in a landscape of rolling hills, meadows, lakes, and hiking trails. The Park also features a Museum, Lodge, Pavilion, as well as the iconic Pyramid House that displays Greek, Roman, Etruscan, Syrian and Egyptian antiquities dating to 1550 BCE. Attracting more than 65,000 visitors annually, Pyramid Hill serves as the premier cultural tourist attraction in Butler County. The Park is unparalleled in the region as a place where art, culture, education, and nature intersect.