



## Job description: Museum Educator

Job Title: Museum Educator

Department: Curatorial, Centre for Art Education

Reporting to: Head of Art Education

Duration: Full Time with 3 months' probation period

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### BACKGROUND

Zeitz Museum of Contemporary Art Africa (Zeitz MOCAA) is a public not-for-profit contemporary art museum which collects, preserves, researches, and exhibits twenty-first century art from Africa and its Diaspora; hosts international exhibitions; develops supporting educational and enrichment programmes; encourages intercultural understanding; and guarantees access for all.

### JOB SUMMARY

The purpose of this role is to co-ordinate, manage and facilitate the schools, youth and family programming. This role will also be responsible for design learning and teaching support material for school learners. The Museum Educator serves as an integral member of our front-line staff and must be able to interact with the general public, students and teachers, and groups. The museum is open Monday to Sunday, and you may be required from time to time to work over weekends.

### KEY RESPONSIBILITIES

- Conceptualises and conducts guided educational tours
- Writes and designs teaching and learning resource material based on exhibitions
- Facilitates school programs for multiple grade levels via in-museum workshops, tours, gallery activities
- Implements a variety of activities and visitor interactions including workshops, educational tours, facilitated dialogues, art-making activities, etc.
- Conceptualises, plans and facilitates Open studio and practical workshops for learners, families, adults and teachers
- Scheduling of all tours on the Education digital calendar
- Recording of all education visitor numbers for the Schools and Outreach Programmes
- Ordering art materials and resources
- Correspondence with schools, education departments, organisations concerning the planning, booking and scheduling of educational tours and programmes
- Develops and implements new curriculum resources linking museum galleries to classroom content
- Attendance of weekly CFAE meetings
- Assistance with the conceptualising and planning of holiday programming
- Regular display of artwork in the CFAE classrooms
- Assistance with all exhibitions related to Education

## **JOB SPECIFIC REQUIREMENTS**

### **QUALIFICATIONS**

- Completed degree or diploma such as a Bachelor of Arts (BA) in art history, or an equivalent qualification.
- A teaching qualification is a strong recommendation.
- Fluent in isiXhosa

### **EXPERIENCE**

- Minimum of 3 years art/design teaching experience in formal or informal arts education sector.
- Experience in museum education is a strong recommendation.
- Working with learners or adults with Special Educational Needs is a strong recommendation.

### **SKILLS**

- Excellent communication skills and the ability to impart knowledge in the context of a guided tour to learners, children, adults and teachers at various levels.
- Confidence in addressing and working with diverse groups in an educational context.
- Practical and theoretical art teaching skills.
- The ability to write and design learning resource materials related to exhibitions for a variety of different audience.
- Collaborative works effectively with other museum staff, volunteers, and community members to create engaging tours, gallery investigations, and educational experiences.
- Dynamic, works with vigour to create programs for adult, family, and school visitors that expand beyond the tried and true, imbued with creativity and experimentation.
- Engaging, loves to interact with learners of all ages in both formal and informal learning environments; able to prompt conversations and engage visitors and students with museum content and each other.
- Excellent customer interaction skills and public speaking abilities.
- Creative, able to use museum content to create dynamic, interactive programs that connect classroom learning to pop culture and museum exhibits.
- Strong computer skills, including the use of Microsoft Office. applications, email services and the internet as well as a willingness to learn new computer skills as required

### **KNOWLEDGE**

- Knowledge of art history and practical art teaching methodology.
- Knowledgeable about contemporary culture from Africa and its Diaspora.
- A working knowledge of the National Curriculum Statement of South Africa and the CAPS curriculum in Visual Art and Design at GET and/or FET level or equivalent.

### **PROFESSIONAL REGISTRATION OR LICENSE REQUIREMENTS**

SACE registration or equivalent is a strong recommendation.



As a cutting-edge equal opportunity institution, Zeitz MOCAA celebrates diversity in all its forms including gender, race, creed, and orientation. Zeitz MOCAA is committed to Employment Equity and particularly welcomes applications from suitably qualified Historically Disadvantaged Individuals (HDIs) for this position.

To apply please send your CV and a covering letter to: [careers@zeitzmocaa.museum](mailto:careers@zeitzmocaa.museum), closing date, **6 August 2019**.

**Physical address:**

Silo District, V&A Waterfront, Cape Town, South Africa, 8002

**Contact details:**

Telephone: + 27 (0)87 350 4777

Email: [info@zeitzmocaa.museum](mailto:info@zeitzmocaa.museum)

Website: [zeitzmocaa.museum](http://zeitzmocaa.museum)

Facebook: ZeitzMOCAA

Instagram: @zeitzmocaa

Twitter: @zeitzmocaa