

Director of Education

Job Description

The Oregon Jewish Museum and Center for Holocaust Education (OJMCHE) is looking for a seasoned manager, team player, motivated leader, and excellent listener, someone who can see the institutional context, develop long range goals, and be able to identify and implement steps along that path. We are looking for a professional who shares our team's compassion for the mission and values of the organization, our Holocaust survivors, and our audiences. This person needs a strong background in Holocaust education and American Jewish history, experience managing staff and working with audiences in a museum or similar informal learning setting.

Key Responsibilities

- Develop educational goals, objectives, and benchmarks for the museum's diverse audiences, adhering to OJMCHE's strategic plan
- Develop methods to measure outcomes and impact of the museum's educational goals
- Manage, grow, and support the Education Team, currently consisting of three full and one part-time staff members
- Maintain the department's operational budget
- Develop interpretive content for all educational programs and resources in conjunction with the Education Team
- Identify learning outcomes for school groups and teachers
- Establish and grow professional relationships with local, regional, national, and international partners
- Manage, grow, and support the museum's cadre of Docents
- Work with staff, scholars, and consultants to develop interpretive focus, organization, and content of exhibitions

- Conduct/lead workshops and tours as needed
- Represent OJMCHE at conferences and other events
- Attend and participate in internal and external meetings and museum events
- Attend events and programs throughout the state of Oregon
- Other occasional duties as assigned

Desired Qualifications

- Five years in increasingly responsible education or museum education management positions
- Minimum MA degree in Holocaust, Genocide Studies, American Jewish History and / or equivalent subject(s)
- Experience, comfort, and demonstrated success working with all ages: teachers, students, volunteers, Holocaust and genocide survivors (across intergenerational audiences)
- Experience in developing and delivering education programs
- Experience measuring outcomes of programs
- Passion for the mission of OJMCHE and audience engagement
- Energetic, creative, and organized
- Demonstrates impeccable professional accountability and work ethic
- Excellent written and oral communication, presentation, and interpersonal skills
- Ability to research and learn about unfamiliar subjects, and translate historical knowledge into content
- Proficient in Microsoft Office, Adobe, Google, and Zoom products
- Reliable, available transportation to the museum and off site programs
- Must be able to work occasional flexible hours including evenings, weekends, and holidays
- Experience and interest meeting with donors, government officials, and community leaders

Additional desired skills:

- Background/interest in art/art history
- Experience developing and managing budgets
- Experience marketing programs to the public and donors/potential donors
- Bilingual in Spanish
- Proven record of success in education in a variety of rural and urban areas
- Knowledge of Oregon regional history
- Interest and commitment to social justice issues
- Classroom experience

Compensation & Benefits

- **Salary:** \$72,000 annually
- **Benefits:** Health benefits, 401(k), paid time off, paid holidays

To Apply

Please submit a resume and cover letter to employment@ojmche.org.

Applications will be reviewed on a rolling basis.

ABOUT OJMACHE The Oregon Jewish Museum and Center for Holocaust Education (OJMACHE) was formed through the 2014 merger of the Oregon Jewish Museum (founded 1989) and the Oregon Holocaust Resource Center (founded 1984). We focus on Jewish art, history, and culture, while recognizing the challenge of remaining relevant in a changing and tumultuous world.

OJMACHE is the community repository for the Jewish experience in Oregon and the proud stewards of the Oregon Holocaust Memorial in Portland's Washington Park. We have gallery space dedicated to our four core exhibitions and two additional galleries for our temporary special exhibitions. OJMACHE provides audiences robust public programming, year-round tours for school groups as well as adults of both the museum and the Oregon Holocaust Memorial, teacher professional development training, access to our archives and collections, and a museum shop.

OJMACHE'S COMMITMENT TO DIVERSITY, EQUITY, ACCESSIBILITY & INCLUSION

The Oregon Jewish Museum and Center for Holocaust Education respects, values, and celebrates the unique attributes, characteristics, and perspectives that make each person who they are. We believe that our strength lies in our diversity among the broad range of people we serve. We consider diversity and inclusion a driver of our excellence and seek out diversity of participation, thought, and action. Our goal is for OJMACHE staff, board, members, and partners to reflect and embrace these core values.

OJMACHE is an equal opportunity employer. Selection for this position will be based solely on merit without regard to race, color, religion, age, gender, national origin, political affiliation, disability, sexual orientation, marital or family status, or other differences.