



## **Vacancy Announcement – July 2019**

### **Museum Programs Specialist**

The Kentucky Historical Society (KHS) seeks an enthusiastic Museum Program Specialist to work as a member of the Learning Team. The KHS Learning Team is responsible for providing learning opportunities with in-gallery experiences, adult and family experiences, workshops/camps, general interest programs, and field trip experiences. The Museum Program Specialist will always work in the best interest of KHS and help colleagues throughout the organization in supporting KHS's mission. The Museum Program Specialist is responsible for presenting educational programs at the Kentucky History Center and Museums as well as some off-site programs. The Museum Program Specialist requires a person who is a dependable, self-motivated, and enthusiastic with dynamic presentation skills. The Museum Program Specialist will:

- Work with teachers, librarians, and other community coordinators to customize educational experiences on and off-site for K-12 students.
- Provide quality experiences for visitors at the Old State Capitol, the Kentucky Military History Museum, and the Center for Kentucky History.
- Facilitate experiences for diverse audiences by implementing innovative activities during scheduled programs at the museums.

#### Minimum Requirements:

- A bachelor's degree in history, education, or a related field AND one year of appropriate work experience as a teacher, community educator, or museum educator.
- Basic internet, word processing, spreadsheets, and email competency is required. Basic knowledge of, or interest in, Kentucky history and new educational trends is a plus.
- A typical work week for this position will consist of 37.5 hours on a Tuesday-Saturday schedule, but this position may require the Museum Program Specialist to work occasional Sundays, Mondays and evenings.
- Must have a valid driver's license and be able to travel, occasionally day and possibly overnight.
- Must be able to lift materials up to 50 pounds.
- Must be able to stand for long periods of time.

This position will report to the Museum Programs Manager. This is a full-time, unclassified (non-merit) position pursuant to KRS 18A.115(1)(u). The annual salary for this position is \$25,276. Benefits include paid health and life insurance, vacation and sick leave, holiday pay, state Tier 3 retirement plan, and an optional deferred compensation plan.

Interested applicants should submit a cover letter and current resume via email to [khshr@ky.gov](mailto:khshr@ky.gov). No telephone calls accepted. Deadline for submissions is close of business on Friday, August 16, 2019.



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The Kentucky Historical Society (KHS) is a dynamic, mission-driven organization dedicated to educating and engaging the public through Kentucky history in order to confront the challenges of the future. A state agency and membership organization, we are fully accredited by the American Alliance of Museums. KHS is an agency of the Tourism, Arts and Heritage Cabinet of the Commonwealth of Kentucky. KHS does not discriminate on the basis of race, color, religion, sex, national origin, sexual orientation or gender identity, ancestry, age, disability, political affiliation, genetic information, or veteran status in accordance with state and federal laws.