



MUSEUM OF DISCOVERY AND SCIENCE

JOB DESCRIPTION

POSITION TITLE Vice President of Learning Experiences

DIRECT ACCOUNTABILITY: President/CEO

SUMMARY:

The mission of the Museum of Discovery and Science, Inc. (MODS) is *Connecting People to Inspiring Science*. We fulfill our mission by delivering programming through four major educational content pillars: Early Childhood Education, Environmental Sustainability, Health & Wellness, and Physical Science.

Founded in 1976, the Museum welcomes 450,000+ visitors annually at its 150,000 square foot facility in the heart of Fort Lauderdale's Arts and Science District. Visitors can explore interactive permanent exhibits, discover a myriad of science shows and lectures, immerse themselves in the AutoNation IMAX 3D Theater (the largest, most technically advanced screen in South Florida), and participate in award-winning camps, workshops, and special events.

MODS has been accredited by the American Alliance of Museums for over 30 years (only 3% of science museums nationwide receive this accreditation) and is an active member of the Association of Science-Technology Centers and Association of Children's Museums.

The Vice President of Learning Experiences is a key member of MODS' senior leadership team, charged with integrating Education, Exhibits and Life Sciences into a cohesive strategy that delivers transformative museum experiences. The Vice President of Learning is involved in institution-wide vision, design, development, and implementation of the museum's experiences including STEM education programs and exhibits (both internal and traveling), and live collections. Creative team leader with a strong commitment to building dynamic, inclusive, and collaborative experiences that positively impact the local community, and national constituencies that the museum serves. A proven ability to conceptualize innovative museum products and exciting, interactive visitor experiences with materials that are shaped to optimally convey STEM knowledge to viewers and visitors are viewed as essential components of this role.

QUALIFICATIONS:

At least 10 years of leadership experience in museums, science centers, or education institutions with oversight of educational programming and exhibitions. A bachelor's degree with other related experience in social and/or education sector is required. Master's degree and/or MBA a plus; PhD and/or EdD beneficial. Interest in public education relating to the South Florida ecosystems, cutting edge technology, STEM educational programming with specific expertise in instructional theory, hands-on and alternative approaches to conveying knowledge, and a deep understanding of the

diverse needs of learners of different ages and backgrounds. Project management, and knowledge of exhibit design and fabrication. Must have a proven successful administrative, managerial, and organizational background that includes successful budgeting, planning, and interdepartmental coordination. Established relationships or contacts in national museum or educational community a plus. Must be an energetic, creative, engaging visionary with a sense of humor. A highly developed public presence will be needed when the Vice President represents the Museum at the local, regional, state, national, and international levels.

DUTIES AND RESPONSIBILITIES:

1. Serve as the leader in the oversight and evolution of the Education, Life Sciences, and Exhibits Departments.
2. Provide inspiring leadership as a member of the senior management team to ensure staff feel supported and empowered.
3. Supervise personnel in the implementation of programs and events, departmental growth and administration, planning, hiring, training, and budgeting for respective departments.
4. Provide inspirational leadership to the Education, Exhibits and Life Science departments; recruit and retain talented staff; set challenging goals, and encourage and assist others in the achievement of their goals; create systems and processes to bridge operations and ensure communication and coordination among the different roles.
5. Ensure that assigned staff are trained on subject matter, program delivery and methodology, pedagogy, content development, customer service, and other skills as applicable. Hold staff training as necessary and support their professional development.
6. Take full responsibility for the messaging, content, safety, and implementation of all program offerings, demonstrations, and educational programs and grant funded initiatives including Keller Science Theater shows, school labs and demonstrations, STEMobile outreach, camps, sea turtle walks, and all STEM Center offerings including the Maker Space.
7. Oversee the development, implementation, and management of educational program projects and timelines in order to ensure meeting of determined objectives and deliverables.
8. Oversee the design, fabrication, and evaluation of permanent, traveling, and digital exhibits.
9. Collaborate with staff across departments to develop creative programs, events, and partnerships.
10. Inform Audience Engagement of programs by providing content for publications, brochures, website and other collateral as needed.
11. Accountable for all Education spaces including offices, classrooms, labs, Maker Space, and storage areas are organized, clean, safe, and professional in appearance and function.
12. Study industry trends and best practices to make sure the Museum is on the leading edge of programmatic and technological offerings.
13. Provide for regular evaluation of exhibits, educational programs and floor operations. Use visitor evaluations and data to improve the visitor experience. Utilize surveys and pre and post program evaluation data to measure the extent to which programs meet identified learning objectives and other targets.

14. Collaborate with senior team to align programs with IMAX films and traveling exhibit content.
15. Develop departmental annual budget and review as needed. Participate in calendar planning, grant writing, grant reporting, scheduling staff, hosting meetings, attending meetings, making presentations, and evaluating staff performance.
16. Supports funding requests and grant proposals. Assists in the preparation of all required governmental and/ or granting source financial reports and budgets.
17. Direct the development of innovative museum exhibits, products, and environments from concept to design, fabrication, remediation, and maintenance.
18. Interface with others in the museum and community to cultivate teamwork and collaborations to achieve common goals.
19. Envisions “what’s next” in terms of the strategic integration of learning, technology, physical spaces, and other future trends; and articulates the value and impact of museum experiences to stakeholders.
20. Develop ‘success criteria’ templates and planning tools for museum experiences. Coordinates projects, articulates workflow, phases, and roles within process. Documents, reviews, and updates process regularly with senior leadership and with project teams. Establishes project plans, schedule, and budget, identifies milestones, and understands risks associated with projects, and advises as needed to mitigate risk.
21. Communicate project intent to architects, general contractors, exhibit designers, and exhibit fabricators.
22. Coordinate external expertise and serve as liaison between internal and external teams.
23. Foster institution-wide innovative thinking, learning, risk taking, and experimentation by learning about other successful programs that have been implemented in other institutions.
24. Other duties as assigned and qualified.

COMPETENCIES:

1. Communication Proficiencies.
2. Time Management.
3. Financial Management.
4. Collaboration Skills.
5. Results Driven.
6. Personal Effectiveness/Credibility.
7. Performance Management.
8. Flexibility.
9. Technical Capacity.
10. Stress Management/Composure.
11. Project Management.
12. Motivational Skills.

SUPERVISORY RESPONSIBILITY:

This position manages the Director of Public Programs, Director of STEM Learning, Director of Sustainability & Workforce Development, Exhibits Collections & Development Manager, and Sr.

Director of Life Sciences. Will manage their performance and oversee hiring of the employees in respective departments in collaboration with the department heads and managers.

WORK ENVIRONMENT:

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, and fax machines.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

POSITION TYPE AND EXPECTED HOURS OF WORK:

This is a full-time, salary, exempt position. Days and hours of work are generally Monday through Friday, 8:30 a.m. to 5 p.m., however, you must be available evenings and weekends as needed.

TRAVEL:

Some overnight travel is expected for this position and local day travel is needed.

REQUIRED EDUCATION AND EXPERIENCE:

Undergraduate degree, master's preferred in related field.

Minimum of 10 years proven leadership experience in a museum, cultural, or educational environment with significant capital and operating responsibilities.

ADDITIONAL ELIGIBILITY QUALIFICATIONS:

1. Highly developed interpersonal skills. Ability to meet people with ease.
2. Strong organizational skills, well disciplined, able to work under pressure of many priorities and meet deadlines.
3. Knowledge of STEM educational and early childhood development, Exhibit design and implementation, Life Sciences ecosystems and animal care and techniques.
4. Knowledge of long-range planning process.
5. Must have valid class E driver license and own vehicle.