



DIRECTOR OF EDUCATION AND EXHIBITS

POSITION SUMMARY

Nutrien Wonderhub is Saskatchewan's only children's museum. We bring children and families together to create, learn, and play. The Director of Education and Exhibits is responsible for the development and delivery of dynamic visitor experiences for the museum. This position provides strategic direction and oversight for all aspects of Wonderhub's programs, exhibits, and visitor experience. Reporting to the Chief Executive Officer, this position is part of the museum's leadership team and contributes to the overall direction of the museum, ensuring strategic alignment of our programs to Wonderhub's mission, goals, and values. The Director supervises the Visitor Experience Manager, Education Coordinator, and Exhibits and Facilities Coordinator.

KEY AREAS OF RESPONSIBILITY

1. Leadership

- Serves as a high-profile leader within the organization, performing all duties and responsibilities in a manner consistent with the museum's mission, vision, and values.
- Promotes a positive organizational culture that fosters innovation, open communication, collaboration, and teamwork.

2. Educational Programming

Provides strategic leadership for the museum's educational programming including:

- Developing and managing annual and multi-year program plans, with a focus on STEAM learning experiences, including educational goals and learning outcomes and connections to curriculum, when appropriate.
- Leads staff in implementing the program vision and plan, in accordance with the museum's Education Philosophy (to be developed), reinforcing the museum's position as an essential community resource for learning and childhood development.
- Ensuring the continual evaluation and monitoring of program quality and effectiveness, making adjustments and improvements as needed.
- Developing and implementing plans to maximize earned income from paid programs (camps, workshops, special programs/events, etc.).
- Developing and implementing Wonderhub's Access Program, increasing access to museum for children, students, and families.
- Building productive relationships with key community partners, critical to the delivery of innovative and exceptional programs.

3. Exhibits

- Develops and executes annual and multi-year plans for permanent and temporary exhibits with a focus on developmentally appropriate exhibits with clearly articulated learning outcomes.

- Works collaboratively with the museum’s leadership team to develop conceptual plans for updated and new exhibits.
- Conducts both informal and formal evaluations of exhibit function, educational effectiveness, accessibility, and degree of visitor engagement.
- Develops and oversees a plan for exhibit evaluation, enhancement, maintenance, and repair, ensuring safety, durability, and high-quality exhibit experiences for guests.
- Oversight of annual exhibit refurbishment and museum deep cleaning initiatives.
- Responsible for the recruitment, contracting, and supervision of third-party contractors including but not limited to exhibit designers and fabricators, ensuring adherence to approved budgets and schedules.

4. Visitor Experience

- Responsible for strategic direction of the museum’s Visitor Experience Team, ensuring a consistently high level of customer service so that all guests have exceptional, safe, and enriching experiences.
- Provides oversight for the gift shop, ensuring the shop appeals to visitors, is aligned with the museum’s mission and vision, and achieves annual revenue targets.
- Leads the museum’s visitor experience evaluation program, reviewing and analyzing visitor feedback; communicating findings; and identifying, prioritizing, and addressing opportunities for improvement to ensure stakeholder input shapes the museum experience.
- Leads efforts to ensure all spaces and exhibits are well-maintained and safe.

5. Budget

- Develops, monitors, forecasts, and reports on annual and multi-year budgets for educational programming, exhibits, facilities, and visitor experience, managing to minimal variance.
- Develops and updates the annual and long-range capital plan to upgrade and replace exhibits.

6. Supervision

- Supervises the Visitor Experience Manager, Education Coordinator, and Exhibits and Facilities Coordinator, motivating direct reports to deliver on annual goals and objectives.
- Works with direct reports in the development of annual individual work plans and manages performance against established metrics.
- Provides strategic and tactical guidance, feedback, and coaching to team members.

7. Other

- Ensures the department is following expectations for funded programs and activities (e.g. grant funding).
- Partners with the development team to support opportunities for donations, sponsorships, and grants.
- Performs other related duties as assigned.

QUALIFICATIONS & SKILLS

- A post-secondary degree in education (elementary education preferred), or a related field such as museum studies or fine arts, with five to seven years of progressively responsible experience in education or public programming. A master’s degree and/or experience working in the museum sector would be an asset, but is not essential. Equivalent combination of education and experience would be considered.

- Passion for childhood education and development, and the role of museums in communities.
- Comprehensive understanding of educational principles, child development theory, and experiential learning.
- Ability to develop multi-year plans and budgets.
- Demonstrated ability to build productive working relationships with key internal and external partners.
- Experience in exhibit planning, maintenance, and evaluation is considered an asset.
- Exceptional customer service and communication (both written and verbal) skills.
- Public speaking and presentation skills.
- Proven analytical and problem-solving skills with an ability to compile and interpret data and make strategic, data-driven decisions.
- Able to collaborate with all internal teams, helping to build a culture focused on delivering value to our visitors and stakeholders.
- Organized, self-motivated, and detail oriented.
- Willingness to continually learn and adapt to challenges and differing perspectives.
- Sensitivity to accessibility and inclusion barriers for marginalized children and families.
- Commitment to inclusion, diversity, and equity.

OTHER CONSIDERATIONS

- Current Criminal Record Check required upon offer of employment.
- This position requires travel within Saskatoon; a valid driver's license as well as access to a vehicle is essential.
- Must be available during non-regular business hours, such as evenings and/or weekends, to attend meetings, programs, and events, on an occasional basis.

REPORTING

This position will report to the Chief Executive Officer.

COMPENSATION

- Salary Range: \$75,000 - \$95,000 (target mid-point of \$85,000), depending on experience
- Three weeks' vacation
- Group benefit plan
- Group retirement savings plan
- Professional development opportunities
- Complimentary family membership to the museum

LOCATION

This full-time (40 hours/week) role will primarily be in-person, with some flexibility to work remotely from time to time. Nutrien Wonderhub is located at 950 Spadina Crescent East, Saskatoon, SK. Some travel is required occasionally, primarily within Saskatoon.

WHO WE ARE

Our mission is to bring children and families together to create, learn, play, and explore without boundaries.

Our vision is to expand possibilities for children; building a brighter future for our community.

We are a world-class children’s museum. In June 2019, we opened our doors at our new home in the historic Mendel Building, located on the banks of the South Saskatchewan River. Since opening we have brought thousands of visitors together in a rich educational environment that fosters learning through experiences rooted in play.

Our interactive exhibits and engaging programs provide creative and educational experiences for children and families. A walk through the museum reveals a flowing space that is comfortable, exciting, and welcoming of all people. From the ethereal northern lights that grace the heights of the facility’s main gallery to the fan-favourite, whimsical fiber-art climbing structure, you’ll discover nooks for high-energy activity and crannies for quiet, thoughtful creation and play. Our exhibits provide endless opportunities to explore the wonderful ways science, technology, engineering, art, and math interact. The museum draws visitors from across the province, and beyond, and is integral to the cultural fabric of Saskatchewan.

Located on Treaty 6 Territory and the Homeland of the Métis, we are Saskatchewan’s only children’s museum and in 2023-24 we anticipate more than 120,000 visits. As a non-profit organization, we rely on daily admissions, memberships, programming fees, and vital community support to fund our programs and operations. This is an exciting time to join Wonderhub as the museum is embarking on a new strategic plan (2023-2026), building on our strengths and preparing for our next phase of growth and organizational development.

For more information about Nutrien Wonderhub, please visit: www.wonderhub.ca.

FOR MORE INFORMATION ABOUT THIS OPPORTUNITY, PLEASE CONTACT:

Leah Brodie, Chief Executive Officer
306-249-3574 ext. 233
leah@wonderhub.ca

TO APPLY, PLEASE SUBMIT A COVER LETTER AND RESUME BY 11:59 PM ON SUNDAY, MAY 5, 2024, TO:
careers@wonderhub.ca

Nutrien Wonderhub offers an inclusive workplace that embraces diverse backgrounds and commits to diversity, equity, and inclusion. We thank all applicants for their interest, however, only those candidates selected for an interview will be contacted.