

Education Officer, Education & Outreach

Reports to: Head of Education & Outreach

Works closely with: Exhibitions, Collections, PR and Communications Departments

Role type: Full-time

Location: Bangalore

Contract: Permanent

Salary: Competitive, dependent on experience

Commencing: Immediately

About MAP

The Museum of Art & Photography (MAP) is a new and innovative museum that opened its doors to the public in February 2023. MAP's mission is to exhibit, interpret and preserve a growing collection of art and cultural artefacts, motivated by a belief that museums can play a positive role in society.

Since 2016, even while the museum's physical space was being built, MAP has been carrying out its mission by actively reaching out to the local community, in particular to schools in Bengaluru, through a variety of programmes and projects. With the pandemic, it also took a lot of its programmes online.

This is an exciting time to join the team at MAP, in our new space and with many new projects in the pipeline. With education being one of the Museum's primary focus areas, we're looking to expand our Education & Outreach department and are looking for an enthusiastic self-starter who can have real impact on our audience engagement and reach.

Role overview

MAP is currently recruiting an Education Officer who will be responsible for implementing educational programmes for schools and families and assisting with other outreach events planned by the department, as and when needed.

Primary Duties and Responsibilities

- Deliver engagements for school students as part of MAP's ongoing programmes for schools, in particular our Journeys Through Art programme.
- Maintain accurate records, logs and other data points in relation to the programme, including its evaluation metrics.
- Assist the department in conceptualising and facilitating other workshops for young learners, educators and families, as needed.
- Liaison with educational institutions and other stakeholders with reference to ongoing museum visits, workshops and programmes (both online and offline).
- Assist the department in the development and implementation of monitoring and evaluation systems for all ongoing programmes.
- Assist the department in analysis of feedback and data from all programmes.

Additional Duties and Responsibilities

- Working with the PR & Communications department in providing information and ideas for marketing the programmes.
- Ensuring documentation of engagements, making selection of usable images and overall maintenance of the database.
- Presenting the MAP Administrator with financial records or data as required for the management of budgets.

Essential Requirements

- Strong interpersonal and presentation skills; comfort with public speaking; and the ability to interact positively with audiences of different ages
- Demonstrably confident and fluent verbal and written language skills
- Ability to work in a fast paced environment that values diversity; and comfort working within child-centred or learner-led environments
- Experience working in the arts or education sectors
- Ability to grasp pedagogical and aesthetic frameworks of pre-designed programmes and learn to deliver these via training and observation
- Self-motivated, with a willingness to learn and maintain knowledge of relevant research.
- Reliable and organised, with a flexible and proactive attitude
- Ability to respond in emergency situations in a calm and comforting manner
- Basic knowledge of G Suite, including Google Docs, Spreadsheet, Slides, among others
- Excellent attention to detail and time management
- Ability to prioritise and work efficiently under pressure

Desirable Qualifications

- Experience working with children and youth in formal or informal environments
- Clarity in written communication in English and Kannada
- Passion for the arts and cultural education

Equality & Diversity

MAP is an equal opportunities employer. We oppose all forms of discrimination and believe that all people, regardless of their identity or membership of any group deserve to be treated equally, consistently and fairly.

We welcome creativity, excellence and different perspectives that individuals of all backgrounds and abilities bring to our work.