

## **Position: Innovation Studios Manager (Full Time Exempt)**

This highly collaborative position assures day-to-day operational show quality standards and staff excellence in delivery of guest experience within the Innovation Gallery and Studios. The Innovation Studios Manager is responsible for cultivating new, innovative programs and experiences for guests within the Innovation Studios as well as supporting and growing existing programs that align with the Museum's mission and strategic plan. The work week for this position is primarily Tuesday through Saturday (including but not limited to Spring Break and the week after Christmas). Reports to the Executive Director of Programs.

### **Responsibilities include but are not limited to:**

- Coaches current team members and trains new staff in guest engagement strategies, Show Quality Standards, new educational programs, and current science content.
- Hires, schedules and evaluates all part-time Innovation Studios staff; provides operation staffing and activity in timely manner.
- Plans and facilitates team staff development.
- Co-ordinates scheduling Innovation Gallery and Studio volunteers and internship programs.
- Manages daily operations of Innovation Gallery and Studio including Show Quality Standards, supplies, educational demonstrations, and exhibit oversight.
- Identifies and delegates appropriate responsibilities to studio staff to facilitate smooth flow of operations.
- Displays a guest centered attitude by holding staff accountable for delivering outstanding guest experience
- Ability to present STEAM and history process and content in an engaging way with a diverse population of learners
- Leads the Museum's Maker Studio program: develop and implement Maker activities ; coaches and trains staff and interns, and fosters the Museum's relationships with local and national maker community
- Other duties as assigned

### **Qualifications**

- College degree required; graduate degree a plus
- Two to five years management experience in informal learning setting (Museum or cultural attraction) preferred
- Strong organizational skills, strategic and innovative thinking, and high initiative
- Demonstrated success in guest engagement
- Excellent communication skills and ability to work with people from all levels of discipline, experience and expertise
- Proven ability to collaborate effectively, carry out museum vision and balance shifting priorities in a dynamic, fast-paced and ever-changing program space.
- Ability to be active for long periods of time and lift 25 pounds expected.

[APPLY HERE](#)