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BARRE, VT 05641-4209
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Vermont Historical Society

Job Title: Outreach Educator

State equivalent Pay Grade: 22

FLSA Status: Full-Time Exempt

Supervisor: Director of Service and Outreach

Last Revision Date: April 20, 2023

General Description: The Outreach Educator provides curriculum and content support to Vermont educators and students. They are responsible for developing, promulgating, and evaluating physical and digital resources for the K-12 Vermont education field. They also co-coordinate the Vermont History Day statewide competition and undertake projects in support of the intersection between local historical societies, libraries, and schools.

Duties and Responsibilities:

- Develops, promulgates, and evaluates curriculum support and resources for the teaching of Vermont history at the K-12 level. Includes, but not limited to:
 - Designing and presenting teacher professional development.
 - Maintaining and growing vermonthistoryexplorer.org as primary support and resource platform.
 - Developing and expanding in-classroom curriculum support resources.
 - Working with the Museum Educator to develop new hands-on or virtual programs.
- Co-coordinates the Vermont History Day state contest, with a concentration on outreach services including teacher professional development and growing classroom participation.
- Primary education interface and support for League of Local Historical Societies and Museums (LLHSM) and local libraries.
- Maintains working relationships with Agency of Education, school community, and individual educators.
- Serves on external committees or groups relating to Vermont history education.
- Serves as primary back-up for providing educational programs and tours at the Vermont History Museum.
- Other duties as assigned.

Environmental Factors

- Duties are performed in a standard office setting, based in both Montpelier and Barre, Vermont.
- Certain duties will require heavy workloads and tight deadlines
- Moderate travel requirements may occur, for which a valid driver's license is required and private means of transportation must be available.
- Occasional weekend and evening work will be required.

Qualifications:

- Degree and/or advanced training in education with a focus on history, material culture, and/or museums with at least 5 years' work experience in education, museums, or similar field.
- Preferred knowledge of Vermont history, current Vermont State standards, Vermont educational system, museum education, and/or classroom experience.
- Experience developing engaging programs that link museum objects, exhibitions, and archival materials to learning goals/outcomes.
- Understanding of grade-appropriate application of historical research and methodology.
- Strong verbal and written communication skills.
- Ability to manage and direct work for students, interns, and volunteers.
- Knowledge of current office, museum, and educational technology, especially presentation and virtual platforms.
- Able to easily engage students, visitors, and guests.