



The Reach Gallery Museum
**CURATOR OF LEARNING & COMMUNITY
ENGAGEMENT**

Full time: 35 hrs/wk

Salary: \$55,000-\$62,500 plus benefits

Compensation package includes extended medical and dental coverage, generous vacation time, a flexible schedule, and the ability to contribute to a matched RSP program.

Overview

The Curator of Learning & Community Engagement provides vision and leadership for the development of interdisciplinary programs to meet the needs of diverse audiences ranging from children to seniors, and regular museum- and gallery- goers to first-time visitors. The position plays an essential role in helping audiences build meaningful connections between exhibition content and their own lives and experiences.

The Curator of Learning & Community Engagement is responsible for devising and managing an inclusive, engaging, year-round schedule of visitor-centered public and educational programs. The Reach's programming schedule comprises hundreds of offerings annually and accounts for roughly 50% of our annual attendance.

The position oversees contract staff, interns, and facilitators who deliver a suite of regular programs. The Curator of Learning & Community Engagement is responsible for innovating programs and events to engage new audiences and participating in the ongoing evaluation and improvement of all public and educational programs. Success in the role also includes building meaningful relationships with diverse communities across the region and encouraging external partnerships and collaborations in the development of public and educational programs.

This is a full-time position (35 hours per week). The compensation package includes extended medical and dental coverage, generous vacation time, a flexible schedule, and the ability to contribute to a matched RSP program. Core work hours are between 10 am-4 pm Monday to Friday with some flexibility to work outside these hours as needed to achieve the goals of the position.

The Reach strives to create a staff that is as diverse as our community and encourages applications from candidates who are IBPOC, 2SLGBTQIA+, persons with disabilities, and new Canadians.

Duties & Responsibilities:

Program Development & Oversight

- Coordinate the development, delivery, and facilitation of educational and public programs

- Oversee the recruitment, training, and supervision of facilitators, instructors, and volunteers
- Manage educational programs and develop learning resources at The Reach to be delivered across a variety of platforms
- Manage scheduling, calendars, materials, and workspaces used for all programming activity in collaboration with other staff
- Work closely with the curatorial team to ensure that programming goals are aligned with exhibitions and overall strategic direction
- Work with marketing and outreach staff to develop descriptions and marketing collateral that encourages participation in events, programs, and educational offerings
- Build alliances with educators, administrators, and other museum, gallery, and education stakeholders to enhance participation, partnerships, and support of programs
- Manage The Reach's participation in outreach activities at selected local festivals and events
- Support other Reach initiatives as required

Administration

- Lead departmental policy development, planning, and scheduling
- Manage the overall programming budget and monitor project-specific budgets
- Oversee promotion, registration, and evaluation for educational and public programs
- Gather statistical data and provide impact reports on programming activity as required
- Contribute to grant research, writing, and reporting in support of programming initiatives
- Work with the Executive Director to plan staffing levels and job descriptions for contract staff and facilitators

Relationships

- Work closely with colleagues to maintain a respectful, collegial, and enjoyable work environment
- Maintain and develop relationships with diverse local communities and ensure they are reflected in The Reach's programming
- Supervise educational initiatives at The Reach in its capacity as an incubator for culture workers in the region (e.g. the Emerge program, internships, etc.)
- Recruit, train, schedule, mentor, and supervise programming staff, volunteers, student workers, and interns
- Act as an ambassador for The Reach at all levels of public engagement
- Build and maintain relationships with peer professionals across the sector

Qualifications & Skills

Education and Experience:

- At least 5 years of experience in teaching/education, public programming, community organizing, or event management
- Post-secondary education in an area related to the position. Relevant credentials (e.g., diploma, degree) or an appropriate combination of education and experience will be considered
- Experience in inspiring and leading individuals and teams
- Effective planning, supervising, and problem-solving skills, the ability to manage multiple projects and competing deadlines, and to complete tasks efficiently and to a high standard
- Strong organizational and administrative skills, proficiency with computing including Microsoft Office, Wordpress, and online applications
- An energetic desire to work with colleagues, artists, volunteers, students, and community members to create something extraordinary. Adaptability and a good sense of humour are essential
- An understanding of the necessity and vitality of working with partners and publics of diverse ethnicity, race, age, and cultural affinity. Proficiency in a second language considered an asset
- Flexibility to adapt to a changing schedule driven by project and event deadlines; the ability to work evenings and weekends according to the demands of the position and to travel occasionally
- A valid BC driver's license and the ability to pass a criminal record check
- Knowledge of learning theory and familiarity with the BC curriculum in a variety of subjects from K-12 is an asset

To Apply

Submit a cover letter and résumé by email to lschneider@thereach.ca as a single PDF by **5pm on Friday October 28, 2022**. Please use "Curator of Learning & Community Engagement" as the subject line of your email.

The posting will remain open until filled.

We thank all applicants for their interest, however only shortlisted candidates will be contacted.

About The Reach

The Reach Gallery Museum is located on Stó:lō Téméxw, in the unceded territory of the Semá:th and Mathxwí First Nations. The Reach is a board-led, not-for-profit organization and a registered charity. The award-winning contemporary art gallery, local history museum, and regional archives was established in 2008 and operates in a LEEDS certified facility that features over 6,000 square feet of fully accessible exhibition space. The Reach presents three dynamic seasons of contemporary art and history exhibitions annually and is a hive of education and public programming activity. Abbotsford is one of the most diverse, fastest growing communities

in Canada. Within this exciting context, The Reach strives to build a program that both reflects and challenges the interests, desires, and attitudes of our community