

GEORGETOWN HERITAGE JOB ANNOUNCEMENT: DIRECTOR OF EDUCATION AND PARTNERSHIPS

October 2021

Company: Georgetown Heritage

Location: Washington, DC

Reporting to: Executive Director

JOB DESCRIPTION

The Director of Education and Partnerships oversees both Georgetown Heritage's elementary school education, and the visitor interpretation, programs to bring the history and technology of the Georgetown section of the C&O Canal to life. This position requires a self-starter who can work closely with partners at the National Park Service, DC Public Schools, and other non-profit groups, as well as with the organization's board of directors. Creativity, organization, and communication skills are all necessary for success in this position. The position has both internal and external facing. Responsibilities include program development and management, hiring and supervision of boat program staff, and some administration.

RESPONSIBILITIES

- Setting the vision, strategy, and goals of the education program, beginning with launching the Canal Boat interpretation program in 2022.
- Develop new programs and events, and implement the existing Interpretive & Education Plan, originally developed in 2018.
- Act as the education, interpretation, and partnership liaison between Georgetown Heritage and the National Park Service, and other affiliated groups.
- Be responsible for the development, training and some supervision of the canal boat interpretive staff.
- Work with DC Public Schools, to finalize and implement a canal "Cornerstone" program that can be piloted in 2022 and eventually offered to every 3rd or 4th grade classroom teacher in DC.
- Work with board and staff on team that is developing plans for a Georgetown Visitor and Education Center
- Develops and manages annual NPS work plan, compliance, and reporting requirements.
- Other duties as assigned, including some evening and weekend work.



QUALIFICATIONS

Advanced degree in museum education, museum studies, public history, or related field. 5 to 7 years of experience is preferred. The candidate must be a team player, have the ability to work independently, be flexible, be comfortable with public speaking, have experience managing staff. Experience working in a start-up nonprofit environment, managing grants/contracts, and having a sense of humor are all pluses.

Salary: \$70,000 - \$90,000, depending on experience, plus benefits.

HOW TO APPLY

Please email a cover letter, resume and three references to careers@p3hired.com and list your name and "Education Director" in the subject line.

The position is available and will remain open until filled. No phone calls please.

About Georgetown Heritage

Georgetown Heritage is a community-led nonprofit organization committed to revitalizing Georgetown's portion of the C&O Canal. As an official partner of the National Park Service, we are engaging local residents, businesses, the Georgetown Business Improvement District, and the DC Government as collaborators and supporters to realize the vision of a restored and vibrant Canal. Visit georgetownheritage.org to learn more.