



**Job Description – Gibbes Museum of Art**  
Current Update: January 2025

**Job Title:** Associate Curator/Curator of Education

**Department:** Education and Programs

**Reports to:** Director of Education and Programs

**Position Summary:**

The Associate Curator/Curator of Education develops, manages, implements, and curates a cohesive group of education programs that link PreK - college audiences with the Gibbes Museum of Art's collections, exhibitions and visiting artist program. The ideal candidate will have a strong background in education, with a particular interest in the arts, art integration, and a commitment to engaging diverse audiences. The Associate Curator/Curator of Educator will design and implement educational programs, including summer camps, in-school outreach, and lesson plans based on our permanent collection. This role offers the opportunity to work in a vibrant museum environment and play a key part in our mission to bring art education to the community.

**Essential Duties and Responsibilities:**

- Develop and implement interdisciplinary curricula (on-site, mobile settings, and virtual) based on exhibitions for a variety of programming needs including early childhood programs, school field trips, alternative educational settings, and weekend workshops and aligning with state and national curriculum standards. Develop on-line supplementary educational resources, curricula and activities to support museum-based programs.
- Build relationships with PreK - college teachers and administrators, and with community stakeholders to develop new initiatives, collaborations, and art related educational programs and to promote these programs in the community.
- Develop, organize, and facilitate age-appropriate summer camp programs that provide a hands-on, engaging experience for children age 4-16, drawing inspiration from the museum's permanent collection. This position will also have a key role in supervising summer camp interns and teachers during the camp sessions.
- Plan and execute educational outreach programs for local schools, providing students with meaningful experiences that connect art with classroom learning. This will include working with our PIE schools (Partners In Education) as well as other organizations like Engaging Creative Minds.

- Supervise the maintenance of the supplies and general condition of the 4 studio/classroom spaces on the ground floor of the museum.
- Collaborate with the Director of Education and Programs to recruit and manage museum interpreters and teaching artists. Additionally, supervises the development and training of a corps of museum docents and interns. Serves as museum liaison to docent corps.
- Work closely with curatorial and visitor services teams to develop educational content and resources that align with current exhibitions and the museum's broader educational goals.
- Lead gallery tours, workshops, and other educational activities for various audiences, including schools, families, and adults.
- Assess the success of programs and gather feedback to ensure continuous improvement and effective learning experiences.

**Job Requirements:**

Education Required: B.A. Degree in Art or Art History, or B.S. Degree in Education with art emphasis

Education Preferred: M.A. Degree in Art History; K-12 classroom experience

Experience Required: One (1)–three (3) years of experience in an Art Museum Education Department and classroom.

Experience Preferred: Three (3) – five (5) years of experience in an Art Museum Education Department and classroom.

**Knowledge, Skills, & Abilities:**

- Experience in an educational role, preferably with a background in teaching or curriculum development.
- A strong understanding and appreciation of art, art history, and the ability to communicate effectively with students and diverse audiences.
- Strong written and verbal communication skills
- Ability to work both independently and as part of a team.
- Excellent organizational, communication, and presentation skills.
- Passion for art education and fostering creativity in learners of all ages.

Current and proficient in computer skills—Word, Excel, and PowerPoint. A strong understanding of state and country curriculum standards and guidelines is required. Candidates must be able to interact with K-12 educators and students of all ages and backgrounds.

Therefore, strong social skills including the ability to relate in a positive manner with all cultures and socio-economic audiences is required. Excellent oral communication skills are necessary in properly articulating the mission and vision of the Gibbes Museum to the community. A broad understanding of art and arts integration techniques is a plus.

**Working Environment:**

General, temperature-controlled office environment. Some evenings and weekends are required for programs and special events. Some travel to schools outside of Charleston County might also be required.

**Equipment Necessary:**

Standard office equipment (e.g. copier, phone, etc.) and PC (computer) networking system.

**Position:** Exempt  Non-Exempt  Contractor

**BACKGROUND CHECK:**

The applicant must successfully complete a background check.

**COMPENSATION:**

- Salary: \$45,000 - \$65,000 per year.
- Generous paid time off.
- 15 paid holidays.
- 401 (K) matching.
- Paid health, dental, and vision insurance.
- Free and discounted tickets to museum events.
- Paid parking.

**Please provide the following as part of your application:**

- Cover letter detailing your interest in the Gibbes Museum and your qualifications (PDF).
- Resume including education and experience (PDF).

Send application by email to: [careers@gibbesmuseum.org](mailto:careers@gibbesmuseum.org)

*The Gibbes Museum of Art is an equal opportunity employer and considers all candidates for employment regardless of race, color, sex, age, national origin, creed, disability, marital status, sexual orientation, or political affiliation.*

Location: 135 Meeting Street, Charleston, SC 29401