

## **Education Manager, Oregon Nikkei Endowment, Portland, OR**

The Oregon Nikkei Endowment through the Oregon Nikkei Legacy Center (ONLC) strives to educate the public about Japanese American History, specifically in the Pacific Northwest. Through the study of historical primary sources and traditional and contemporary Japanese American cultural practices, ONLC seeks to inspire discovery, dialogue and critical thinking while fostering appreciation of civil rights and a multicultural society.

The mission of the Oregon Nikkei Endowment is to preserve and honor the history and culture of Japanese Americans in the Pacific Northwest, to educate the public about the Japanese American experience during World War II, and to advocate for the protection of civil rights for all. Our two projects include the Japanese American Historical Plaza in Waterfront Park, designed by landscape architect Robert Murase, and the Oregon Nikkei Legacy Center, a museum to explore the culture and history of Japanese Americans, located in Portland's historic Old Town neighborhood.

Oregon Nikkei Endowment seeks an Education Manager to oversee ONLC's Education, Family, and Public Programs. The Education Manager will work closely with staff to conceptualize, design, and carry out educational programming for all audiences. This position consists of:

- Managing a group of about 20 Docents and Educators;
- Conducting on-going trainings and evaluations of ONLC's Educators and Docents;
- Planning, scheduling, staffing, and facilitating family and public programs;
- Contributing team member, problem solver, and initiator;
- Design programs and write curriculum in accordance with Common Core Standards and in correspondence with the needs of classroom teachers;
- Continuing to build school, family and adult audiences through programming and events;
- Collaborating with the Director of Collections and Exhibits on exhibition interpretation and audience accessibility;
- Building relationship, communication and collaboration with Portland Public Schools and Portland-metro district school teachers.

**Qualifications (required):** A degree in Museum Education or Education. Familiarity with the Common Core Standards. Knowledge of Portland, the Pacific Northwest, and U.S. history.

**Preferred:** Previous experience in the field of Museum Education and a sense of the field and teaching philosophies. Managerial experience, excellent written skills and ability to work extremely well with others. Experience conducting tours and training docents/educators of varied ages to conduct inquiry-based tours. Experience with fundraising events, grant writing/management a plus.

This is a 30+ hour part-time position (\$20 hour) with potential to build to full-time with benefits. One weekend day will be required twice a month. Completed applications must be **received** by 5pm on July 11, 2018 (**not** a postmark deadline). To apply, please submit an application, résumé, and letter of interest to [info@oregonnikkei.org](mailto:info@oregonnikkei.org) or by mail to Oregon Nikkei Endowment, 121 NW 2<sup>nd</sup> Avenue, Portland, OR 97209, Attn: EDU MGR Position. Interviews of successful candidates will begin July 16th (you will be contacted to schedule an interview). Estimated start date, August 16, 2018. For more information, see [www.oregonnikkei.org](http://www.oregonnikkei.org).