Museum Educator
(Part-Time, non-exempt)

Reports to: The Museum Educator will report to Education Programs Manager

Organization Overview
The Mattress Factory was founded in 1977 by artists to support artists as they work in residence to create and exhibit site-specific installations. Since then, the museum has supported and exhibited new work by more than 750 artists from the Pittsburgh region and around the world—often from places in a state of flux, such as Eastern Europe, East Asia, Cuba, India, Ireland, Northern Ireland and the Middle East.

The Mattress Factory museum of contemporary art provides artists—from Pittsburgh, the U.S. and around the world—with the space, materials, assistance and freedom to explore new ideas, take artistic risks, engage the community and create remarkable works of art that help us see our world in new ways. The museum’s mission is to 1) provide artists with an integrated residency and exhibition program, 2) educate and provide access so that everyone can appreciate the multi-disciplinary creative process of today’s artists, and 3) energize its urban community through artistic and education programs.

The museum connects the artists who work in residence with our community members and the museum’s national and international audience through public and community programming that emphasizes critical thinking and open conversation. In 2017, the Mattress Factory touched the lives of over 30,000 learners of all ages through the museum’s Educational and Public Programming and welcomed over 104,000 visitors through its doors.

Job Overview
The Mattress Factory’s Education Department is seeking applications for a part-time Museum Educator who is energetic, creative, organized and has an interest in the education fields, the arts in particular. Museum Educators lead tours and regularly interact with adults and students of all ages during on and off-site programming. Educators work in a variety of media and must be comfortable working with new materials. This is a part-time position, and hours fluctuate based on programming and museum needs.

Responsibilities and Duties:
• Lead discussion-based tours and workshops for K-12 school groups and adult audiences based on ongoing training provided specifically for new exhibitions and programs
• Distribute flyers and facilitate art activities at various community events and outreach  
• Lead workshops and classroom activities in partner schools and organizations  
• Monitor and interact with visitors during special education events in the galleries  
• Conceive, execute, promote and evaluate varied programming  

Qualifications:
• 1 – 3 years of experience working with students.  
• Bachelor's degree or similar in-progress study in related fields.  
• Experience using a variety of art-making materials and techniques.  
• Strong communication, organizational skills, and presentation skills to work with a diverse range of visitors.  
• Interest or background working with teens and high school students strongly encouraged, but not required.  
• Interest or background working with early childhood required  
• Ability to work both collaboratively and independently and be able to adapt to rapidly changing situations.  
• Must be available for a minimum of 10 hours a week  
• Must have flexible schedule and availability, including occasional evening hours and weekends  
• Up-to-date PA Child Abuse, Criminal Record and FBI Clearances.  
• Ability to lift a minimum of 20lbs and stand for long periods of time  

The Mattress Factory is an Equal Opportunity Employer and is committed to workplace diversity.  

To apply  
Interested applicants should submit a cover letter and resume to jjohnson@mattress.org. Please put “Museum Educator” in the subject line. No calls, please.