

**BLANTON MUSEUM OF ART**  
**2019-20 GRADUATE FELLOWSHIP PROGRAM**

POSITION: Family and Community Programs Fellow

DEPARTMENT: Education

REPORTS TO: Monique O'Neil, Museum Educator for Family and Community Programs

HOURS: 15/week

DATES: September 3, 2019 – May 31, 2020

COMPENSATION: \$16/hour\*

DESCRIPTION: The Family and Community Programs Fellow will assist in conceptualizing, implementing and planning family and community programs, compiling resources for or research on family/community learning in museums, assist in art activity set up, facilitating and teaching gallery and studio lessons, and attending to the maintenance of family guides and materials. The Fellow also conducts family/community tours and family program evaluation as needed.

Graduate Fellows are invited to participate in a variety of enrichment activities at the Blanton, which may include professional development seminars, docent trainings, exhibition openings, public programs, and tours. Graduate Fellows also receive a discount in the Blanton Shop and Café, and free admission to B Scene.

DUTIES:

- Take an active role in planning creative educational programs for family and community audiences.
- Lead gallery and WorkLAB studio lessons for children, families and adults participating in the museum's family and community programs.
- Take an active role in community outreach programming, including assisting/co-leading gallery experiences that build interpersonal connections and/or parental engagement.
- Utilize own fine art and facilitation skills in the studio and galleries, and teach to large and small groups of youth and adults.
- Train and manage community and university student volunteers for family and community events in collaboration with the Museum Educator for Family and Community Programs and the Manager of Visitor and Volunteer Services.
- Work with Education Department, Visitor and Volunteer Services, Security, and docents to coordinate program logistics. Anticipate and problem-solve group management issues as needed.
- Maintain materials for WorkLAB Studio and track supply inventory; assist in ordering supplies.
- Conduct family audience research and evaluation as needed.
- Assist in researching and planning for summer family and community programs, such as gallery activities and studio projects.
- Assist in developing and maintaining family programs materials, such as family guides and sketch kits.
- Assist in day-to-day administrative tasks.
- Other duties as assigned by the Museum Educator for Family and Community Programs.

UPCOMING PROJECTS:

- Development and planning for the upcoming summer family programs
- Weekend family/community drop-in activities

## REQUIREMENTS

- Graduate student in good standing at the University of Texas at Austin, making satisfactory progress towards and advanced degree
- Approval of the graduate, thesis or dissertation advisor
- Must remain registered for at least 9 credit hours during the fall 2019 and spring 2020 semesters.
- Must maintain at least a 3.0 graduate GPA
- BA in art education, fine art, social work, art history, education, or related area of study
- A creative thinker with solid experience or interest in studio art and community outreach
- Teaching experience preferred, or a strong interest in gallery teaching
- Experience with children or family programs with a focus on community building and social emotional learning or an interest in working with this audience.
- Strong communication, facilitation, presentation, customer service and interpersonal skills
- Detail-oriented and organized
- Team-oriented
- Ability to work select weekends for scheduled Family and Community events
- Ability to speak Spanish highly desirable
- Ability to work occasional week nights and weekends.

**\*COMPENSATION:** Applicants should note that 2019–20 Graduate Fellowships are dependent upon confirmation of funding. The position of Graduate Teaching Fellow is not eligible for benefits.

## TO APPLY, PLEASE SEND:

- Resume with education, employment history, and contact information for three references
- 1 letter of recommendation
- Art portfolio (if applicable)
- Short sample of academic writing (10 pages maximum)
- Cover letter addressing your interest in the position. If applying for more than one Graduate Fellowship, please include order of preference.

Submit as PDF (please no doc files) to [internships@blantonmuseum.org](mailto:internships@blantonmuseum.org) by **January 15, 2019**

*The University of Texas at Austin is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, age, citizenship status, Vietnam era or special disabled veteran's status, or sexual orientation. Under Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, disability accommodations will be provided, as needed.*