

# Louis Armstrong House Museum

## Personnel Vacancy Notice

**Title:** Museum Educator

**Work locations:**

1. Museum buildings at 107<sup>th</sup> Street, Corona, Queens
2. Offices at Rosenthal Library, Queens College, Flushing, Queens
3. Occasional outreach programs

**Summary:** The Louis Armstrong House Museum (LAHM) is a national historic landmark and a NYC landmark, open 6 days/week, 52 weeks/year. Visitorship is growing rapidly. The Museum Educator plans and implements educational programs.

**Reports to:** Executive Director

**Supervises:** Interns.

**Duties:**

1. Plan and implement in-school educational programs, such as CASA.
2. Plan and implement on-site educational programs.
3. Assist with daily museum operations (tours, museum store, etc.) as needed.
4. Other duties as assigned.

**Hours:** 20 hours per week, to be scheduled Monday-Sunday. Occasional weekend and evening events.

**Qualifications**

1. Degree in museum studies, jazz studies, African-American studies, historic preservation, education, or related discipline.
2. Two years professional experience in a museum or cultural organization or as a professional educator.
3. Ability to give 40-minute historic house tours.

**Highly Desired**

1. Fluency in Spanish and English.
2. Graduate degree in museum studies, jazz studies, African-American studies, historic preservation, education, or related discipline.

**Salary:** \$18/hr. Benefits.

**To apply:** Submit cover letter, curriculum vitae, and names, emails, and telephone numbers of three references electronically to [employment@louisarmstronghouse.org](mailto:employment@louisarmstronghouse.org) with the subject header "Museum Educator Search." You will receive an electronic acknowledgement of your application. The position is open until filled.

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