



Assistant Historical Educator, Part Time

Maymont is a 100-acre historic estate and park, located in Richmond, Virginia, with many unique experiences for all to enjoy, including the historic Maymont Mansion, The Robins Nature Center, arboretum, formal gardens, and habitats for native Virginia wildlife and farm animals. With seasonal events, programs and rental spaces, over 800,000 guests enjoy Maymont yearly. Since 1975, Maymont has been maintained and operated by the nonprofit Maymont Foundation, committed to creating experiences that delight, educate and inspire its guests.

Maymont Foundation is committed to creating these experiences through balanced and inclusive historical interpretation in writing, exhibitions, programming and media. Maymont provides a place of respite and regeneration, and in keeping with that, also provides spaces for truth-telling, reconciliation, and healing in the Richmond community. Maymont's historical interpretation focuses on the gilded age and Jim Crow era, 1893-1925.

The Foundation is expanding its African American Voices Initiative (AAVI) to include new educational opportunities by connecting its story with the greater Richmond, Virginia and United States stories of this time period. These experiences include new and existing exhibitions (in-person and virtual), a new active learning center, the Maymont Mansion, the historical corridor, the historic gardens, and the grounds.

This position works closely with and reports to the Manager of Historical Education within the Programming and Community Engagement department. This position assists with in-person and virtual programming aligned with the Virginia Standards of Learning, as well as general public education programs. The selected candidate will also work closely with the Collections and Guest Engagement teams.

Essential Functions include:

- Present public, private and school group tours and programs focused on an inclusive narrative throughout the estate.
- Work very closely with Environmental Educators as one education team. Positions within the education teams will be cross-trained for collaborative programming
- Implement creative year-round and seasonal on-site experiences including concierge tours, weekend digital media for the Active Learning Center, afterschool and summer programs in collaboration with the Environmental Educators
- Assist other departments/areas when needed and support organization events and programs

Education and Experience:

- Bachelor's degree in History, Museum Education, African American studies, Education, Public History, Museum Studies or related field
- Ability and desire to learn new technologies to facilitate virtual and in-person programming
- Strong desire to work with the public including families and children; great customer service skills including inclusivity, patience, empathy, resolving conflicts, and adaptability

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- Excellent oral and written communication skills
- Experience with Office 365 (Excel, Outlook, PowerPoint, Word)
- Ability to work some weekends and evenings

Physical Demands:

Must be able to lift 50 lbs., stand/walk for extended periods of time, climb stairs, and work inside and outdoors in all weather conditions

To be considered for this position, please send a cover letter and resume to: employment@maymont.org. Please include the position title in the subject line.

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

EOE Maymont Foundation is committed to creating a diverse environment and is proud to be an equal opportunity employer.