



JOB POSTING

Manager of Programs and Community Partnerships

About the Senator John Heinz History Center

From the pre-revolutionary drama of the French & Indian War to the legendary match-ups of the Super Steelers, discover 250 years of Pittsburgh history at the Senator John Heinz History Center. An affiliate of the Smithsonian Institution, the History Center is the largest history museum in Pennsylvania with six floors of long-term and changing exhibition space. The History Center's museum system includes the Western Pennsylvania Sports Museum, a dynamic museum-within-a-museum; the Fort Pitt Museum in Point State Park; and Meadowcroft Rockshelter & Historic Village, a National Historic Landmark located in Avella, Pa. in Washington County. The History Center presents the most compelling stories from American history with a Western Pennsylvania connection, all in an interactive environment perfect for visitors of every age.

Job Posting

The Heinz History Center, an affiliate of the Smithsonian Institution and the largest history museum in the Commonwealth of Pennsylvania, is currently seeking a full time Manager of Programs and Community Partnerships, a new position that will become part of a dynamic and growing Learning Division.

The Manager of Programs and Community Partnerships will develop, oversee, and evaluate a range of public-facing programs that enable diverse audiences to engage in meaningful experiences with our region's history, collections, exhibitions, and institutional initiatives. This position will lead the Programs and Community Partnerships Department in developing strategic programmatic opportunities both onsite at the History Center and throughout the region, with an emphasis on increasing participation, especially in traditionally underserved communities.

The Manager of Programs and Community Partnerships will be responsible for fostering strong external and internal collaboration, including building relationships with local partners, as well as acting as the liaison between different museum departments for the effective execution of programs. This position will supervise the Adult Programs Coordinator, the Youth and Family Program Manager, and the History Center Affiliates Program Manager.

Requirements

The ideal candidate will: have a commitment to diversity and inclusion as key strategies toward broad-based institutional excellence; four to six years' experience with demonstrated skills in developing and implementing programs; experience leading a team of staff to meet strategic goals; ability to demonstrate and foster empathy amongst staff and community partners; demonstrated experience effectively managing multiple projects; effective oral and listening skills and the ability to work effectively and respectfully with people of diverse cultures, ages,

and economic backgrounds; excellent writing skills; demonstrated positive approach to problem solving, collaborating with others, and in approaching new tasks; and ability to use Microsoft Office suite of programs; availability on evenings and weekends as needed.

Application Process

We are an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin or disability. Minorities are encouraged to apply.

Qualified applicants can apply here:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=22155&clientkey=8C418A547E1D3E774FF0277E8175A385>, via our website:

<https://www.heinzhistorycenter.org/about/work-with-us>

or can submit a cover letter, including salary requirements and how you learned of this vacancy, and a resume to:

Renee Falbo, Director of Human Resources
Senator John Heinz History Center
1212 Smallman Street, Pittsburgh, PA 15222
412-454-6357
hr@heinzhistorycenter.org