


# ABOUT THE WESTERN AUSTRALIAN MUSEUM

The WA Museum’s mission is to inspire curiosity to explore the past, question the present and shape the future.

Our work is diverse and collaborative; it is local, national and global. We aspire to be a valued, used, and admired organisation by all Western Australians and the world.

WA Museum manages eight locations throughout Western Australia, including the award-winning Boola Bardip in the Perth Cultural Centre. We have a team of dedicated curators undertaking a wide range of research and caring for more than eight million objects for the benefit of future generations.

The Museum is a Statutory Authority within the Department of Creative Industries, Tourism, and Sport (CITS).





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| **DETAILS** |  |
| **Position Title** | **Position Number** |
| Learning and Engagement Officer | 14508 |
| **Classification Level** | **Award/Agreement** |
| Level 4 (L4) | Public Service Award 1992 / PSGO CSA GA |
| **Directorate** | **Branch/Team** |
| Regions Directorate | Great Southern / Learning and Engagement |
| **Physical Location/s** |  |
| Museum of the Great Southern, Albany |  |

# REPORTING RELATIONSHIPS

## Position reports to

Regional Manager, L6

## Positions reporting to this position

* Nil



# PURPOSE OF THE POSITION

The Learning and Engagement Officer’s role is to develop, implement, and evaluate high quality public programs, experiences and resources relating to the Western Australian Museum, in particular to the Museum of the Great Southern’s exhibitions and collections, for a diverse audience, including schools.

The position assists in the development of operational planning and training of front- of-house staff, including relevant volunteers.

# STATEMENT OF DUTIES

* Develop and deliver creative, innovative, and layered public and school programs, experiences, and interpretation, which foster and integrate lifelong learning opportunities to be delivered on and off site. Develop these programs in the context of museum exhibitions, collections, research, and expertise for a diverse range of audiences.
* Promote and evaluate public and private school programs, and utilise this evaluation to inform future program planning, in consultation with the Regional Manager.



* Work with the Regional Manager to develop community links which benefits public and school program development and raises the Museum profile within the region.
* Contribute to the development of operational plans, including for future exhibitions and audience engagement programs.
* Train the Visitor Services Officers and other museum staff and volunteers, as required, in the areas of content and program delivery.
* Other duties as required with respect to the scope of the position.

# WORK RELATED REQUIREMENTS

## Essential

1. Relevant experience working in a museum, library, interpretation centre, gallery, performing arts or similar cultural heritage environment.
2. Demonstrated experience in the development, delivery and evaluation of creative and innovative programs, activities and events which offer lifelong learning opportunities for varied ages and interests.
3. Demonstrated high level written, oral, research and interpersonal communication skills, including commitment to high quality customer service.
4. Demonstrated ability to work with minimum supervision and to work well as part of a team, including an ability to work under pressure and tight deadlines.
5. Demonstrated self-management skills including time management, budgeting and organisational skills.
6. Demonstrated ability to form community partnerships and undertake consultation to create meaningful, inclusive public programs

## Desirable

1. Knowledge of the Great Southern region and/or areas of either Western Australian natural, social, or cultural history.
2. Experience in the provision of community education, working with Indigenous people, young people, community groups and/or people with disabilities.
3. Relevant qualifications in education, interpretation, or a museum-related discipline.
4. Knowledge and an understanding of the WA School Curriculum.



# SPECIAL CONDITIONS

* + A valid (within 6 months) National Police Clearance will be required prior to commencement of employment.
	+ A current Working with Children Clearance (WWCC) will also be required (or respective application receipt).
	+ A current “C”-Class Driver’s License.

# APPOINTMENT IS SUBJECT TO

* + Eligibility to Work in Australia.