



Interim Education Director

Job Description

REPORTS TO Executive Director	POSITION TYPE Interim – Full-Time
LOCATION Winsted, Connecticut	SCHEDULE 30 Hours per week
TERM Two months or longer, as needed	WORKS WITH Education Programs Manager, Teaching Artists, Interns, and Volunteers

Position Summary

The Interim Education Director provides leadership and continuity for AMP's education programs during a transitional period. Grounded in AMP's mission to honor America's diverse workforce and inspire the next generation, this role helps integrate career pathway exploration into K-12 learning through creativity, collaboration and problem-solving. The Interim Education Director will work collaboratively with the Education Programs Manager, staff, teaching artists and expert curriculum consultants to strengthen current programs, advance curriculum development and build partnerships that support AMP's long-term education strategy.

Key Responsibilities

Curriculum and Program Leadership

- Lead the planning, delivery and evaluation of mission-aligned education programs for schools, youth, educators and community audiences.
- Help develop and refine standards-aligned curricula with clear learning objectives, materials and measures of success.
- Advance career exploration programming, including teacher professional development, field trips and initiatives serving vocational schools, manufacturing and trade partners, and workforce-focused nonprofits such as TradesUp and Ready CT Roadshow.
- Assess current programs, identify immediate priorities and gaps - particularly in career pathways education - and recommend practical improvements.

Program Operations and Team Collaboration & Leadership

- Maintain momentum for school trips, teaching artist initiatives and other active education projects.
- Oversee program schedules, staffing, supplies, communications, records and day-of logistics.
- Work collaboratively with the Education Programs Manager, respecting the position's knowledge and experience while establishing clear roles, priorities and shared accountability.
- Support and coordinate teaching artists, interns and volunteers, including onboarding, scheduling, guidance and feedback.
- Monitor program budgets, timelines and risks and provide timely updates to the Executive Director.

Partnerships, Evaluation and Transition

- Build productive relationships with schools, educators, families, teaching artists, community partners and workforce-development organizations.
- Collaborate across AMP to coordinate programming, communications and funding-related information.
- Track program participation, quality and impact and recommend improvements based on results and stakeholder feedback.
- Maintain organized program records and prepare a clear end-of-assignment handoff with priorities and recommendations for future education leadership.

Qualifications

- Bachelor's degree in education, curriculum and instruction, museum education, arts education or a related field required; master's degree preferred.
- At least five years of relevant experience in education, curriculum development, museum or arts education, youth programming, or a related field.
- Demonstrated experience developing standards-aligned curricula and working with schools, educators and community partners.
- Experience with career pathways, workforce development, vocational education or trades-based learning is a plus.
- Experience coordinating staff, teaching artists, contractors, interns or volunteers; nonprofit or cultural-organization experience preferred.

Skills and Approach

- Strong curriculum, program-management, organizational and evaluation skills.
- Collaborative leadership style with clear communication, sound judgment and consistent follow-through.
- Ability to step into active work quickly, balance multiple priorities and solve problems constructively.
- Comfort with budgets, recordkeeping and standard office and cloud-based collaboration tools.

Schedule, Benefits and Work Arrangement

This is a 30-hour-per-week interim position expected to last approximately two months or longer, as needed. Work is primarily onsite in Winsted, with occasional evening or weekend availability based on programming needs. Benefits, paid time off and partial remote flexibility are provided in accordance with AMP policies and applicable eligibility requirements. AMP's remote-work policy will be reviewed during orientation to clarify expectations and available flexibility.

Equal Opportunity

The American Mural Project provides equal employment opportunities and maintains a workplace free from unlawful discrimination and harassment. Employment decisions are based on organizational needs, job requirements and individual qualifications.