



Tō Mātau Moemoeā Our Vision is to use the past, present and future technology and ingenuity of Aotearoa to educate and inspire the innovators of tomorrow.

- KIA WHAKATŌMURI TE HAERE WHAKAMUA -

Position: Lead Educator – STEAM Cells

Reports to: Head of Education

PURPOSE OF THE ROLE

As part of our Education Team within our Museum Experience hub, our Lead Educator – STEAM Cells is responsible for managing MOTAT’s STEAM Cell educational offer to deliver on the Ministry of Education Enriching Local Curriculum (‘ELC’) contractual requirements, MOTAT’s strategic goal of increased educational reach, and STEAM Cell partnership agreements with external organisations.

The Lead Educator – STEAM Cells is also responsible for the development and delivery of education programmes that provide interactive and engaging learning experiences for all age groups, including early childhood.

RESPONSIBILITIES

EDUCATION DELIVERY

- Develop and deliver innovative education programmes that are fundamentally linked to the NZ Curriculum and Te Whariki; which display best practice within the museum education sector and meet the service level agreements of education contracts.
- Embody teaching best practice as established in Teaching Council of Aotearoa New Zealand Standards for the Teaching profession: The Standards | Ngā Paerewa.
- Embody museum best practice as established in Code of Ethics & Professional Practice of Museums Aotearoa.
- Provide memorable, ‘hands-on’, interactive learning experiences that enrich the visitor experience.
- Develop educational experiences which support the goals of the Museum Experience Hub by interpreting MOTAT’s collection.
- Develop programme resources and assess their effectiveness through appropriate methodologies.
- Liaise with external groups to develop and enhance educational experiences and understandings.

STEAM CELL EDUCATION LEAD

- Manage pre-visit STEAM Cell experience negotiations with schools, and record STEAM Cell negotiation outcomes in CRM.
- Liaise with Education and Bookings teams as required to deliver successful STEAM Cell learning experiences, including completion of a pre-visit review of the negotiated experience with the rostered educator for each STEAM Cell experience.
- Liaise with the Lead Educator – ELC for STEAM Cell rostering.

- Liaise with MOTAT Brand and Communications to promote STEAM Cells.
- Deliver regional STEAM Cell experiences, as required.
- Develop and manage STEAM Cell related business processes to meet contracted deliverables.
- Monitor and report on agreed service outcomes and deliverables related to partnership agreements.
- Monitor, analyse and report on STEAM Cell experience feedback.
- Maintain an overview of STEAM Cell education programme development.
- Develop business proposals as appropriate, draft and review stakeholder memoranda of understanding.
- Manage Education lease vehicles including negotiation of new leases, contractual obligations, reporting, and documentation.
- Manage budgets and resources for STEAM Cell service, as delegated by the Head of Education.
- Work on cross-hub projects as the Education representative, as required.
- Represent MOTAT Education at external events e.g., conferences, education workshops, seminars.

GENERAL

- Participate in professional development opportunities as required to remain professionally informed, including liaison with sector groups.
- Support other members of the Education team and the wider MOTAT Team, as required.
- Model behaviours consistent with MOTAT's values.
- Follow all museum policies and procedures, including, but not limited to Health and Safety and Museums Aotearoa's Code of Ethics.
- Undertake any other reasonable duties as may be required to ensure that MOTAT's business objectives are met.

KEY PERFORMANCE INDICATORS

- Starting from a base level of 5,000 participants per annum, achieve 5% year-on-year growth in STEAM Cell participation, and increase the number of Zone 2 and 3 participating schools by three new schools each year.
- At least 90% of responding participants are satisfied with the appropriateness and effectiveness of STEAM Cells.
- Development of new relationships with education stakeholders, including sector groups and iwi, meeting the specific KPI's set by the Head of Education each year.
- Timely completion of all key responsibilities.

KEY RELATIONSHIPS / DELEGATED AUTHORITY

Responsible for:	Nil
Internal Liaison:	Education, Bookings, Museum Experience Hub, MOTAT Team
External Liaison:	Education Sector Groups, Iwi Groups, Professional Associations, Museum Educators, Suppliers, Students.

BUDGETARY AUTHORITIES

\$2,000

SKILLS & EXPERIENCE

- New Zealand teaching experience in ECE, primary and/or secondary sector.
- Understanding of mātauranga Māori and commitment to working in partnerships under Te Tiriti o Waitangi in Aotearoa New Zealand.
- Knowledge of te reo and tikanga Māori is desirable, not essential, in this role. However, a willingness to learn is required.
- Demonstrated project management experience, including experience with contract management and reporting.
- Experience coordinating, influencing, and motivating people.
- Well-developed business development, communication, organisational, problem solving, and time management skills.
- Ability to interact with people of all ages and backgrounds especially children, teachers, parents and whānau.
- Willingness to travel outside of Auckland to deliver education experiences, as required.
- Ability to motivate and inspire enthusiasm for learning.
- Computer literacy using Word, PowerPoint, Excel, Outlook, and CRM.
- Experience in the GLAM sector preferred.

Ō MĀTAU UARA OUR VALUES

AUAHATANGA INNOVATION	We will be courageous and try new things.
NGĀTAHITANGA COLLABORATION	We will work as a team that respects and supports others.
MOTUHĒHĒTANGA INTEGRITY	We will act ethically and with respect and transparency.
PŪMAUTANGA SUSTAINABILITY	We will foster knowledge and promote technology that is beneficial to our community and environment.

This document covers the broad results expected from the position and will form the basis of specific objectives to be agreed and reviewed on a regular basis.