About the Science Mill:
Located in Johnson City, Texas, in the repurposed, historic 1880-era Johnson City Grist Mill, the Science Mill is a fully experiential museum, where kids learn by doing, experimenting, discovering and most importantly, by being curious. The Science Mill’s mission is to give all kids the confidence, tools, and support to reach their full potential as a skilled member in a future 21st century STEM workforce. By reaching elementary and middle school students in underserved communities that have limited access to STEM programs, we ignite a new level of interest and the spark that excites and engages students in STEM learning. Our STEM programs result in students who are eager to learn, excited about their future, and confident that they can succeed in a future STEM workforce.

The Science Mill brings a special blend of entrepreneurial spirit and progressive educational programs and platforms to economically disadvantaged students living in both rural and urban underserved communities throughout Texas. Diversity both within the Science Mill team and in the communities that we serve is a continuing goal and focus of our organizational efforts.

Director of Exhibits and Facilities at Science Mill

Position Overview:

The Director of Exhibits and Facilities at Science Mill is a key leadership role responsible for overseeing the development, implementation, and maintenance of innovative exhibits and managing the operational aspects of the facility. This position requires a dynamic individual with a strong background in science communication, exhibit design, project management, and facility operations. The Director of Exhibits and Facilities will play a crucial role in creating engaging and educational experiences that inspire visitors of all ages to explore the wonders of science and technology.

Key Responsibilities:

1. Exhibit Development and Design:
   - Collaborate with interdisciplinary teams to conceptualize, design, and develop interactive and educational exhibits that align with the Science Mill's mission and educational goals.
   - Lead the exhibit design process, from ideation to installation, ensuring that exhibits are scientifically accurate, engaging, and accessible to diverse audiences.

2. Project Management:
   - Develop project plans, budgets, and timelines for exhibit design, construction, and installation.
   - Coordinate and collaborate with external vendors, designers, contractors, and artists to bring exhibits from concept to reality.
   - Monitor progress, manage potential challenges, and adjust plans as needed to ensure successful project execution.

3. Facility Management:
● Oversee the overall operation and maintenance of the Science Mill's physical facilities, including the museum building, outdoor spaces, and related infrastructure.
● Manage a team responsible for facility upkeep, cleanliness, safety, and security.
● Implement policies and procedures to ensure a safe and welcoming environment for visitors and staff.

4. Team Leadership:
● Recruit, train, and manage a team of exhibit technicians, horticulturists, and facility staff.
● Foster a collaborative and creative work environment that encourages innovation and continuous improvement.
● Provide guidance and professional development opportunities to staff members to enhance their skills and expertise.

5. Public Engagement:
● Collaborate with the marketing and education teams to promote exhibits and programs to the public and increase visitor engagement.
● Participate in public speaking engagements, media interviews, and outreach activities to promote the Science Mill's mission and vision.

6. Budget and Financial Management:
● Develop and manage budgets for exhibit design, construction, maintenance, and facility operations.
● Monitor expenses and revenue, identify cost-saving opportunities, and ensure financial sustainability.

Qualifications:
● Bachelor's degree in a related field such as science communication, exhibit design, museum studies, or a relevant scientific discipline. Master's degree preferred.
● Preferred previous experience in exhibit design, project management, and facility operations, preferably within a science center, museum, or educational institution.
● Strong leadership skills with the ability to manage and inspire a diverse team.
● Excellent communication, presentation, and interpersonal skills.
● Creative problem-solving abilities and a passion for creating engaging educational experiences.
● Familiarity with safety and accessibility regulations related to public spaces and facilities.
● Knowledge of current trends and best practices in science communication, informal education, and exhibit design.
● Budget management and financial acumen.
● Flexibility to work evenings, weekends, and holidays as needed.

Application Process: Interested candidates should submit a resume, cover letter, portfolio and references to Peter.Claffey@sciencemill.org. In the cover letter, please address your relevant experience, commitment to science education, and your vision for enhancing the Science Mill's exhibits and facilities. Shortlisted candidates will be contacted for interviews.

Join the Science Mill team and be a driving force in inspiring the next generation of scientists, innovators, and thinkers!

Job Type: Full-Time
The Science Mill is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.