TITLE: EDUCATION OFFICER

RESPONSIBLE TO: HEAD OF EDUCATION

RESPONSIBLE FOR: DEVELOPMENT AND DELIVERY OF MUSEUM EDUCATION AND SWIRE MARINE DISCOVERY CENTRE (SMDC) PROGRAMMES

REPORTING STAFF: ASSISTANT EDUCATION OFFICER

ORGANISATIONAL MISSION

The HKMM is an independent, not-for-profit responsible for the collection, documentation and presentation of maritime material culture associated with Hong Kong, the South China Sea, and the Pearl River Delta.

Working with the Hong Kong Government, members of the Hong Kong Shipowners Association, academic institutions, cultural and community partners, the HKMM is developing an international standard maritime museum and research centre at Pier 8.

“Our mission is to chronicle, analyse and communicate knowledge about the oceans and their dynamic relationship with the past, present and future of Hong Kong, the mainland of China and the world. We particularly explore shipping, maritime trade, naval activity, maritime-related leisure, arts and culture, and the sustainability of the oceans. Through a unique fusion of history, art, and science, the HKMM creates crossover learning experiences for local, regional, and international audiences. Integral to our mission is to be credible, accessible, and inclusive when connecting with our stakeholders’ communities.
POSITION DESCRIPTION

The aim of the HKMM is to provide a range of formal and informal lifelong learning opportunities for individuals seeking to engage with maritime issues associated with the Pearl River Delta and the wider South China Sea. By working in partnership with existing Hong Kong based maritime centers of expertise and specialists, HKMM plans to become a community-based learning hub that engages with and leads discussion of all aspects of the region’s rich maritime heritage.

The Education Officer is a member of the Education Team which delivers activities and events for adults, schools, families, and community groups. His/Her function is to design and implement an education programme that reflects the objectives of the museum and caters for the needs of both Hong Kong school students, families, and adult learners. The scope of the education programming includes those provided at the SMDC, which will be opened in late 2022.

POSITION RESPONSIBILITIES

1. In association with the Museum Education Committee, deliver a holistic learning strategy.

2. In association with relevant staff and consultants, prepare and deliver educational programmes including those relating to the SMDC, with material resources to support the priority museum learning initiatives.

3. Assist the Museum recruitment and training of front-line staff, interns and volunteers who will be responsible for interaction with the general public, school groups, professional associations, high profile visitors and specialists.

4. Assist the Museum to identify and communicate with the education audience market, specifically local schools, and universities, to create demand for the programmes offered by the Museum.

5. Identify and support education/ teaching experts that can be retained by the Museum to deliver programmes, such as academic lecturers, artists, demonstrators, and specialist educators.

6. Manage the Museum’s education programme in a cost neutral manner through the selective use of fees for some programmes and the identification of external funding opportunities.

7. Any other duties as directed by the Head of Education.
POSITION ACCOUNTABILITIES

The Education Officer is accountable for

➢ Delivery of the Museum's educational programming to a standard acceptable to the Museum Director and Board of Directors.
➢ The development and maintenance of positive relationships with the key educational markets being serviced by the Museum.
➢ Provision of leadership to staff and volunteers directly involved with education programming.