



Museum of the City of New York
Saturday Academy Instructor Position

The Museum of the City of New York celebrates and interprets the city, educating the public about its distinctive character, especially its heritage of diversity, opportunity, and perpetual transformation. The Museum is riding an exciting wave of success and is in the midst of a revitalization of its mission and operations, which centers on the renovation and expansion of its historic building, the advancement of the stewardship of its collections, and new and ambitious exhibitions, publications, and public and school programs.

The Museum, in partnership with the Gilder Lehrman Institute of American History and funding from the Charina Endowment Fund, seeks Saturday Academy instructors to join the Frederick A.O. Schwarz Education Center to teach electives in American history in either the fall or spring semesters.

Saturday Academy is a free program that offers American History courses and SAT Preparation to students in grades 8 – 12. There is no homework or grading involved. The purpose is to stimulate a genuine interest in American history, and to provide students with a unique learning experience in a Museum setting that will prepare them for college. Classes are scheduled on 6 Saturdays in the mornings or early afternoon, and can address any facet of American history. **Fall courses will meet on Saturdays, October 28, November 4, 11, 18, December 2, and 9. Spring courses will meet in March and April.**

Responsibilities:

- Write a course description and design a 6-session plan
- Work with Museum staff to develop the course
- Teach 6 Saturday classes. These sessions are 90 minutes and should be engaging and interactive.

Qualifications:

- Ideal candidates will have an M.A. or Ph.D., and will propose a course that corresponds to the applicant's area of study or experience in the field
- Prior teaching experience is valued

Please send a resume with a brief cover letter indicating your interest in teaching a course and potential course topics to the Museum of the City of New York by emailing jsteinberg@mcny.org. To be considered, please include *Saturday Academy Instructor* within the subject line of your email, and indicate if you are applying for the fall or spring semester. Applications for the fall must be received by **Tuesday, August 1**, and interviews will take place in the first half of August.

Educators are paid \$40/hr for teaching 90-minute classes, with an additional hour for set up and wrap up before and after class. Time spent on planning curriculum is not paid separately, but included in the teaching and set up/wrap up time. Some candidates will have the opportunity to teach two sections of the same course back-to-back on each Saturday.

The Museum of the City of New York is committed to fostering a collaborative and respectful work environment with a staff as diverse as New York City and the audiences who are curious about learning more about its history and engaging in contemporary urban issues. Our staff members are dedicated to working towards a common goal: creating the most dynamic and inspiring city museum in the world.

The Museum of the City of New York is an equal opportunity employer. We encourage applications from all individuals regardless of age, gender identification, race, ethnicity, marital status, disability, religion, or sexual orientation, and evaluate all candidates based on merit.