

Expressions of Interest close Wednesday 2 April

Position Description	Learning Program Facilitator at the JMA
Reports to	Head of Learning and Engagement
Hours	Casual
Salary	\$28.86 per hour for facilitated programs (includes casual loading)

At the Jewish Museum of Australia, we illuminate Jewish life. At the intersection of art and Jewish culture, our Museum is a place for all people to share in the Australian Jewish experience. Through a vibrant calendar of onsite and online experiences and events, the Jewish Museum is recognised as one of Australia's leading community museums.

Celebrating global Jewish excellence and everydayness through an Australian prism, we inspire curiosity, conversation and play with engagement and connection at our heart. Guided by our strong belief in the power of museums to change lives, we create world-class exhibitions and programs that convey the stories of our diverse community and enhance social cohesion.

PRIMARY PURPOSE

'Be the Light' is a new education program at the Jewish Museum of Australia: Gandel Centre of Judaica, designed for upper primary and middle secondary students of non-Jewish backgrounds. Its aim is to promote awareness of the Jewish community and combat antisemitism.

Participating as a learning facilitator offers a unique opportunity to make a significant impact on students' lives. As a young-adult facilitator, you can connect with participants on a deeper level, as they will see themselves reflected in your experiences and perspectives. This connection is vital for fostering empathy and understanding, which will help students personally relate to the content. The program aims to break down stereotypes and promote cultural diversity, offering an authentic learning experience that aligns with the Victorian curriculum.

By engaging students from non-Jewish schools through a structured program of interactive activities and meaningful discussions, you will help them develop critical thinking skills and a greater appreciation for cultural diversity. Join us in this important initiative to create a more inclusive and empathetic society. This Jewish community initiative is now more important than ever.

KEY RESPONSIBILITIES

- Learn and deliver Be the Light program
- Bring an energetic, empathetic and open-minded attitude to each session.
- Assist with the management of the students when in the venue.
- Liaise with teachers and staff members during the sessions.
- Assist with venue set up, pack down and light cleaning duties.

Administration & Organisational Responsibilities

- Manage competing demands using effective time management skills.
- Support effective communications by sharing relevant information in a timely manner.
- Ensure implementation of, and adherence to, all existing Museum policies, procedures and work practices.
- Actively contribute to a culture of creativity, excellence and innovation.

Other duties

You may be required to perform additional duties that are incidental to your key duties.

OHS AND RISK MANAGEMENT

In the context of Occupational Health and Safety policies, procedures, training, and instruction, as detailed in Section 25 of the Occupational Health and Safety Act 2004, employees are responsible for ensuring that they:

- Follow reasonable instruction
- Cooperate with their employer
- Maintain and observe all current Health and Safety policies and procedures
- At all times, take reasonable care for their own health and safety and that of other persons that may be affected within the Workforce.

ACCOUNTABILITY AND EXTENT OF AUTHORITY

The Program Facilitator is accountable for:

- The quality of their work.
- Applying good interpersonal and communication skills when dealing with customers and other workers.
- Having a working knowledge of health and safety.
- Basic technical skills to perform the work.

The extent of authority for this position includes:

- Performing tasks under general supervision, exercising limited discretion within defined procedures.

The Program Facilitator is accountable to the Head of Learning and Engagement for the achievement of goals and objectives established for the position.

SKILLS AND KNOWLEDGE REQUIRED

Program Facilitator will possess the following knowledge and skills:

- Well developed customer service skills.
- Excellent verbal communication skills.
- Some understanding of Judaism and Jewish culture
- Attention to detail.

PREREQUISITES

- You are permitted to work in Australia and can provide evidence on request.
- You will hold and maintain a Working with Children Check (or agree to obtain one prior to appointment), nominating the Museum as your employer.
- You permit to undergo a Police Check at the commencement of your employment at the expense of the Museum. Your employment at the Museum is subject to the satisfactory outcome of the Police Check.

SELECTION CRITERIA

Essential

- Experience or interest in delivering programs to students
- Demonstrated customer service experience.
- Previous experience working with young people.
- Proven ability to manage different types of behaviours in young people.

Desirable

- Previous experience working in public / audience engagement programs within an education, museum or gallery setting.
- Experience or interest in supporting social justice issues through the making of safe spaces for culturally diverse groups to gather, build relationships and learn.
- An understanding of and appreciation for Jewish history and culture and the diversity of Jewish experiences.

Facilitators for the *Be the Light* program will be engaged on a flexible, as-needed basis. As school groups book the program, facilitators will be contacted to confirm their availability and sign up for the roster. The frequency of facilitation will depend on school engagement, and facilitators will have the opportunity to express their availability based on their schedules.

How to Apply

Candidates should submit a CV and a brief cover letter outlining their experience and interest in the role.

We are committed to fostering a diverse and inclusive team.

Expressions of interest to be addressed to:

Naomi Ryan, Head of Learning and Engagement, Jewish Museum of Australia
education@jewishmuseum.com.au

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