

EDUCATION COORDINATOR – REAL ART WAYS

Real Art Ways (RAW), a dynamic and innovative non-for-profit contemporary arts organization in Hartford, CT, seeks a part-time Education Coordinator to join our team. This person will be our key coordinator and liaison for our educational programs taking place on-site at Real Art Ways.

Job Responsibilities:

- Coordinate and schedule our Film Field Trip program (3,500+ students/year), two intensive summer programs (100+ students/summer), year-round student apprenticeships, and other education-focused events for young people and school-based audiences.
- Maintain solid working relationships with schools, teachers, administrators, student participants, program alumni, exhibiting artists, community partners, and donors.
- Evaluate programs to ensure successful delivery of goals and outcomes, as aligned with Real Art Ways mission and individual foundation and grant requirements.
- Closely monitor education budget, attendance of programs and maintain other key program data.
- Ensure program alignment with Connecticut Core Standards in the Arts.
- Strategic collaboration with Development, Communication, Cinema and Visual Arts teams to strengthen educational ties and connections throughout Real Art Ways' programming.
- Assist in promoting our programs to new audiences to meet program attendance goals.
- Any additional tasks as assigned

Qualifications:

- Excellent communication abilities (verbal and written)
- Highly organized with impeccable time-management abilities.
- Strong attention to detail.
- Ability to work in a team and independently
- Strong belief in Real Art Ways' mission
- Spanish speaking skills a plus
- Background in arts, film, art education, art history, education, social work, or social justice is helpful
- Mandatory background check
- Sense of humor !

If this sounds like an interesting opportunity and you want to be a part of our team, we want to hear from you. Please email a cover letter and resume, in a single PDF, to Director of Development Tricia Haggerty Wenz at thaggertywenz@realartways.org. Subject line: Education Coordinator. Resumes will be reviewed until the job is filled.

Real Art Ways provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, or disability.