



INSTITUTE of
Museum and Library
SERVICES

Instructional Designer

Position Description

Reports to: Project Team

Our Mission: “History happens here. The Museum of Boulder showcases inclusive community stories, preserves them for the future, and inspires all of us to effect positive change.”

The Museum of Boulder, 501(c)3 non profit organization, was founded as “The Boulder Historical Society” (BHS) in 1944. It collected artifacts from the history of Boulder Valley’s original pioneer settlers. Over time, the Museum’s collection has grown to over 44,000 artifacts and over 700,000 photographs and archival materials. Originally, the organization was known as “The Boulder Historical Museum” and operated out of the Harbeck House in the University Hill neighborhood of Boulder. The historic house presented as a traditional history house museum, but limited the scope and size of both programs and exhibits. In the early 2000s, the Board focused on finding a new, permanent home. In 2015, it purchased and remodeled a historic structure that became the organization’s new, larger permanent home in downtown Boulder. The renamed “ Museum of Boulder”, opened its doors in May of 2018. The 2020 Strategic Plan updated the mission, vision, and values of the organization. These recognize the Museum’s pioneer roots, while expanding its previously limited scope of storytelling and collecting. The Museum now partners with a broad base of communities and organizations to present a more complete interpretation of Boulder’s history. We are proud to say that our efforts have led us to become a leading, responsive, inclusive cultural force within the Boulder and metro Denver region.

The Museum’s Strategic Plan focuses on three goals:

- + Achieving Financial Health and Sustainability
- + Strengthening and Improving the Management of the Collection
- + Investing in Relevance: Transforming the Museum into a Vital Community Resource

We find ourselves at an exciting, challenging, and dynamic time in the Museum’s and Boulder’s history. We are confident that the next several years present tremendous opportunities for the organization, Staff and Board.

For a deeper overview of the Museum, see www.museumofboulder.org: view exhibits, programming, Board, staff, Annual Reports and our recent media presence.

The Position:

The Museum of Boulder is seeking a **term position Instructional Designer (I.D.)**. This person will be responsible for designing and developing open-source curriculum about Colorado’s Black history for both onsite school visits and online ancillary support materials for learners and teachers. The I.D. is a temporary part-time position funded by the Institute of Museum and Library Services, Museums for America for the project Reclaiming a Vanishing History, which will include an exhibit (working title [Proclaiming Colorado’s Black History](#)), collecting and archiving original oral histories, conducting original research and in consultation with the Boulder Valley School District, producing school curriculum.

We are seeking a professional with a demonstrated history of K12 educational curriculum design focused on inclusive social studies and teaching with primary sources. The ideal candidate has past experience with historical storytelling that decentralizes dominant narratives and prioritizes Black authorship. People of color are encouraged to apply.

The I.D. will be expected to work collaboratively as part of an internal team, and also collaboratively within the community. As such we are seeking someone with a dynamic work style who comfortably adapts, pilots, and iterates based on assessment data as well as stakeholder input. I.D. will conduct focus groups,

work with the Project Team, Project Evaluator, Advisory Council, and work directly with School District representatives, teachers, and students. This person will work closely with the Boulder Valley School District to ensure compliance with the local and state diversity directives. This person will also design online curriculum.

Leadership and participation in select Project Team meetings is expected. Periodic preparation and presentation internally and for outside stakeholders is a part of the responsibilities.

Position will be remote with the option to work at the Museum, and includes some required in-person meetings in Boulder, CO.

Expectations and Compensation:

This is a contract position for 30% time, or approximately 15 hours per week, from July 2022 - August 2024. The total compensation is \$37,000 over the duration of the project. \$1,000 will be paid in July and August 2022, then \$1,500 per month thereafter. Mileage will be reimbursed for required travel. I.D. will not have set hours unless requested by the successful candidate.

Preferred Qualifications:

- K-12 classroom teaching or curriculum design experience
- Upper-level degree in related field, preferably in instructional design, curriculum development, or education
- Comfort with word processing, spreadsheets, and basic design tools
- Extensive knowledge of contemporary multi-modal instructional practice in formal and informal learning environments
- Experience with historical research
- Spanish language proficiency strongly preferred

To apply, please submit a current resume and cover letter to emily@museumofboulder.org. We may request references at a later time.

