

NEW YORK TRANSIT MUSEUM

POSTING DATE: September 18, 2024
JOB TITLE: Access Research Study Contractor
COMPENSATION: \$5,000 flat rate (1099 – contractor approx.)
DURATION: up to 5 months
HOURS OF WORK: Approximately 1-2 hours per week. Schedule is flexible, with some availability required during normal business hours.

SUMMARY:

The New York Transit Museum presents dynamic, accessible, and inclusive exhibitions and programs that tell stories about mass public transportation and the people who make it possible. As the MTA's official repository, the Museum connects transit to its broad public, creating educational experiences related to science, technology, arts, and the humanities. The Museum's locations in an authentic 1936 Downtown Brooklyn subway station and Grand Central Terminal are sites for conversations about how mass transportation makes New York City and the region great by ensuring mobility, accessibility, sustainability, and a vibrant civic life for all.

POSITION:

The Access Programs Research Study contractor is a contractual position working alongside the Special Education and Access Manager and the Assistant Deputy Director of Education and Public Programs to conduct a research and feasibility study on inclusive volunteer explainers programs as the museum aims to launch a semester-long, strengths-based afterschool program that will establish and train cohorts of teens / young adults, including both neurodivergent and neurotypical members, as docents or "explainers" in the Museum's subway station facility. The contractor will be tasked with researching best practices in "explainer" programs, youth development, and inclusive work environments. The contractor will identify similar programs, such as those at the New York Hall of Science and St. Louis Science Center, speak to their host institutions and partner schools, and make site visits when possible; and investigate best practices in fostering inclusive work environments. The contractor will synthesize the research into recommendations for developing a pilot program at the museum.

The majority of this work will be conducted remotely with occasional in-person meetings, so it will be necessary to travel within the five boroughs on occasion.

RESPONSIBILITIES:

- Become familiar with the museum and its offerings for neurodivergent youth.
- Research existing volunteer explainers programs at other institutions and speak with staff in charge. Make site visits, when possible, to observe the programs in action.
- Research best practices for inclusive museum-based after school programs.
- Create a final report with recommendations on what staffing, resources, and outreach the museum would need to launch a successful pilot program.

DESIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Demonstrated experience with research projects for an art, educational, or similar non-profit organization.

- Understanding of museum education best practices and the current field at large.
- Ability to work independently and provide deliverables by specific deadlines.
- Demonstrated superb interpersonal and communication skills, both verbal and written.
- Experience working with the disability community.
- Experience conducting outreach to a variety of groups and organizations.
- Attention to detail.
- Knowledge of the New York City school system, including special education.
- Ability to work remotely with personal equipment and attend virtual video meetings.
- Ability to occasionally travel to meetings within the five boroughs of New York City if needed.
- A general curiosity about Museum content and interest in sharing it with new audiences.
- Enthusiasm, flexibility, and ability to work in a team-oriented environment.
- A four-year degree in museum education, arts administration, or the equivalent combination of education and experience. Master's degree preferred.

APPLICATION:

Please email a cover letter and resume to **access@nytransitmuseum.org** with the subject **Access Programs Research Study Contractor**. Due to high volume of applicants, only those selected for an interview will be contacted.

This position is contracted by the Museum's non-profit affiliate, Friends of the New York Transit Museum.

The New York Transit Museum is fully committed to equal employment opportunity for all employees and applicants for employment without regard to race, color, religion, creed, national origin, ancestry, sex, sexual orientation, age, disability, predisposing genetic characteristic, gender identity and expression, pregnancy, veteran or military status, marital/familial/partnership/caregiver status, status as a victim of domestic violence or stalking and/or sex offenses, or any legally protected basis. The Museum welcomes and encourages qualified candidates from all backgrounds to apply.