



JOB DESCRIPTION

Director of Education

Full-Time

Reports to: Executive Director

FLSA Status: Exempt

POSITION SUMMARY

Wayne Center for the Arts (WCA) is seeking a strategic, visionary leader to serve in a newly created role as **Director of Education**. This senior leadership role will be responsible for shaping the vision, quality standards, and growth trajectory of all educational programming across artistic disciplines.

The Director of Education serves as the organization's primary educational ambassador, cultivating strategic partnerships with schools and community organizations while identifying new opportunities to expand the reach, impact, and sustainability of WCA's educational programs.

Reporting directly to the Executive Director, the Director of Education leads and supervises department coordinators in Clay, Visual Arts, Dance, Music, and the Fabrication Lab (FabLab), ensuring cohesive, mission-aligned programming that serves diverse learners and strengthens community partnerships.

This is a high-impact role for a self-motivated leader who thrives at the intersection of arts, strategy, community engagement and program excellence.

CORE COMPETENCIES

- Ability to translate mission into actionable education strategy and measurable growth.
- Builds trust while setting clear expectations and holding teams responsible for outcomes.
- Identifies community needs and designs responsive, sustainable programming.
- Understands best practices in arts education and maintains high teaching standards.
- Encourages communication and shared goals across disciplines.

- Uses enrollment trends, participation data, and evaluation tools to guide improvements and meet funding criteria.
- Builds long-term relationships with schools and community partners that deepen engagement and expand educational impact.
- Identifies emerging opportunities and develops strategic partnerships that advance organizational growth and mission.
- Balances long-term strategy with day-to-day oversight of schedules, budgets, and staffing.

KEY RESPONSIBILITIES

I. Strategic Leadership & Department Oversight

- Provide direct supervision and leadership to department coordinators in Clay, Visual Arts, Dance, Music, and FabLab.
- Set expectations and provide strategic guidance in program planning, scheduling, budgeting, and enrollment management.
- Develop annual growth objectives for educational partnerships, outreach participation, and school engagement, using measurable outcomes to evaluate success.
- Foster collaboration and alignment across disciplines to ensure a cohesive education program.
- Lead development and expansion of new classes, workshops, camps, intensives, and initiatives in response to community needs and enrollment trends.
- Develop enrollment and growth strategies in collaboration with marketing and development staff.
- Serve as a key strategic partner to the Executive Director on education-related planning and growth.

II. Partnerships, Outreach & Community Engagement

- Develop and implement a comprehensive strategy for expanding Wayne Center for the Arts' educational partnerships throughout the region.
- Cultivate and maintain strong relationships with school districts, administrators, teachers, community organizations, libraries, social service agencies, healthcare providers, and other educational partners.
- Proactively identify, pursue, and secure new partnership opportunities that expand access to arts education and align with the organization's mission and strategic priorities.
- Serve as the primary relationship manager for school partners, conducting regular outreach to understand evolving educational needs and identify opportunities for deeper collaboration.
- Collaborate with school leadership to design customized arts programming that supports curriculum objectives, student enrichment, arts integration, therapeutic goals, and social-emotional learning initiatives.
- Coordinate the planning, scheduling, staffing, and evaluation of educational programming delivered through partner organizations.

- Work collaboratively with department coordinators to develop innovative outreach programs that respond to community needs and emerging educational trends.
- Identify opportunities to increase student participation through field trips, artist residencies, in-school workshops, after-school programming, summer learning initiatives, and educator professional development.
- Represent Wayne Center for the Arts at community meetings, educational conferences, school events, and networking opportunities to strengthen visibility and establish new partnerships.

III. Curriculum Excellence & Instructional Leadership

- Ensure consistent curriculum quality, educational integrity, and alignment with organizational mission.
- Establish systems for instructor recruitment, onboarding, evaluation, and professional development in collaboration with coordinators.
- Conduct instructor observations and performance evaluations.
- Maintain clear standards for teaching excellence, safety, and student experience.

IV. Assessment, Data & Grant Support

- Collaborate with the Executive Director and Development Director to identify grant opportunities, sponsorships, and funding partnerships that support educational outreach and program expansion.
- Track partnership activity, participation, and outcomes to evaluate impact and inform future growth strategies.
- Oversee collection, tracking, and analysis of program data related to participation, outcomes, and demographics.
- Provide accurate data and narratives to support grant reporting.

REQUIRED QUALIFICATIONS

- Bachelor's degree in arts education, education, arts administration, nonprofit management, or related field.
- Minimum of 7 years of progressively responsible experience in arts education, program leadership, or nonprofit management.
- Demonstrated supervisory experience.
- Strong knowledge of curriculum development and best practices in arts education.
- Experience working with community partners and outreach-based programming.
- Familiarity with grant reporting, data collection, and program evaluation.
- Excellent organizational, communication, and leadership skills.
- Highly self-motivated and proactive, with a commitment to building strong, sustainable programs.
- Ability to travel to outreach partner sites.
- Evening and weekend hours as programs and events demand.

PREFERRED SKILLS & ATTRIBUTES

- Experience in a multidisciplinary arts organization.
- Comfort overseeing studio-based and technical programs, including fabrication or maker spaces.
- Ability to balance big-picture strategy with operational detail.
- Collaborative leadership style grounded in inclusion, access, and community impact.
- Confidence representing the organization publicly and building external relationships.

COMPENSATION

Salary \$58,000 - \$63,000 commensurate with experience, and health and vision insurance. A 3% IRA match is offered following one year of employment.

To Apply

Email Resume and Cover Letter to SBrink@WayneArtsCenter.org by September 4, 2026.