**Job Title:** Exhibits Manager
**Full-Time Position:** Salaried - Exempt
(Some weekend hours required)
**Starting Wage:** $46,000 to $50,000
**Anticipated Start Date:** December 2026
**Hiring Supervisor:** Micaela Balzer

**Position Duties:**

- Set the vision and support the long-term strategy for exhibit operations, including development, renewal, and lifecycle exhibit planning
- Oversee the exhibit operations and maintenance to ensure a high level of guest experience
- Manage and supervise exhibit staff, including scheduling, prioritization of work, and overall team performance
- Oversee exhibit project budgets, timelines, and resource allocation to ensure projects are completed efficiently and within scope
- Manage relationships with external vendors, designers, and fabricators, including contract oversight and deliverable review
- Ensure all exhibits align with educational goals and provide a high-quality visitor experience
- Coordinate with internal departments, including education, marketing, and operations, to support organizational initiatives and programming
- Review and approve exhibit concepts, final designs, fabrication plans, and installations
- Ensure exhibits meet safety standards, ADA compliance requirements, and durability expectations

**Position Requirements:**

- Bachelor's degree in museum studies, exhibit design, education, or a related field preferred
- 4+ years of experience in exhibit development, museum operations, or related field
- Prior experience supervising staff or leading project teams required
- Must possess excellent listening and communication skills, and be able to work closely with staff
- Strong project management and organizational skills, with the ability to manage multiple priorities
- Effective written and verbal communication skills
- Ability to evaluate exhibit effectiveness and implement improvements
- Proficiency in Microsoft Office applications (Word, Excel)
- This role may require occasional extended hours depending on project timelines
- Must be able to perform physical operations, retrieving items from different locations in the building and operating a motor vehicle.
- Ability to endure a physically and mentally demanding environment, including long periods of physical work.
- Ability to lift 50 pounds at varied frequency
- Must have a valid driver's license and acceptable driving record.

**To Apply:**

Please send a resume or application to Micaela Balzer at balzer@impression5.org. Contact Micaela by phone at (517) 485-8116 ext. 144, with any additional questions.

**Notice:**

A criminal background check is performed for all individuals who are employed or volunteer at Impression 5 Science Center. Unsatisfactory results of the background check will disqualify applicants from further consideration.