



NEW JERSEY DEPARTMENT OF STATE

NOTICE OF JOB VACANCY

POSTING: #STA-2024-031	OPEN TO: General Public
ISSUE DATE: July 25, 2024	CLOSING DATE: August 22, 2024
TITLE: Senior Museum Technician Range P19/Title Code 74577	SALARY: \$56,828.70 - \$80,241.12
DIVISION: State Museum	Location: Trenton, NJ

DEFINITION: Under the direction of the Curator (Education), Bureau of Education, Division of the State Museum, does the work involved in planning, organizing and supervising staff engaged in the conduct of one of the instructional programs of the State Museum; does related work as required.

The functional title of this position, Museum Educator, is responsible for specialized program development and implementation. Including volunteer recruitment, scheduling and engagement. Teach, train staff and volunteers, participate in the development of programs and events, and coordinate logistics as needed; does related work as required. This position has a Tuesday through Saturday work schedule.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

REQUIREMENTS

NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester-hour credits are equal to one (1) year of relevant experience.

Five (5) years of professional experience in the development and conducting of programs which shall have included the preparation and delivery of information or instructional material for varied types of people in an educational setting.

OR

Possession of a bachelor's degree from an accredited college or university; and one (1) year of the above-mentioned professional experience.

NOTE: "Professional experience" refers to work that is analytical, evaluative, and interpretive; requires a range of basic knowledge of the profession's concepts and practices; and is performed with the authority to act and make accurate and informed decisions.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the duties of the position.

IMPORTANT NOTICE

RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New

Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

SAME APPLICANTS: If you are applying under the NJ “SAME” program, your supporting documents (Schedule A or B Letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or call CSC at (833) 691-0404.

AUTHORIZATION TO WORK: Selected candidate must be authorized to work in the U.S. According to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations. The State of New Jersey does not provide sponsorships for permanent residency to the United States or work visa.

FILING INSTRUCTIONS

APPLICANT INFORMATION: Forward a cover letter, resume, unofficial transcripts and employment application electronically to: Employment.Recruiter@sos.nj.gov by 5:00pm on the closing date. You must include the Job Posting #, and Last Name in the subject line of your email. Employment Application can be found here <https://www.nj.gov/csc/about/publications/forms/pdf/DPF-663.pdf>. Failure to provide all application materials requested may result in your ineligibility.

RESUME NOTE: Eligibility determinations will be based upon information presented in resume only. Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating its U.S. equivalency prior to the closing date. Failure to do so will result in your ineligibility.

The New Jersey Department of State is an Equal Opportunity Employer