**JOB CODE: 042 LAST DATE: 03/12/2018**

**TITLE: Education Facilitators (Exhibition and Programmes)**

No. of Posts: 1

Gender: Male / Female

Remuneration: `20,000 per month (consolidated)

Type: On Contractual basis

Job Description:

* The Education Facilitator (Exhibition and Programmes) will assist in developing, planning and executing exhibitions for the Museum on Wheels. He/ She will liaise with the Education Department to conceptualise and display of exhibitions within the bus.
* The Education Facilitator will assist writing text labels, information panels, brochure and other promotional material.
* He/ She will coordinate facilitation of kits, replicas of objects for display within the Bus
* He/ She will assist with planning and execution of educational activities to conduct when the Bus is travelling to various places.
* He/ She will coordinate for planning the itinerary for the Bus, contacting schools with schools, panchayats, municipal education departments for visits and taking bookings from schools.
* **The Education Facilitator must travel to different locations with the Bus** as per the itinerary decided by the Museum, and if required, stay overnight at the destination to conduct educational programmes

Essential Qualification:

* Minimum Second class Bachelor’s degree / Diploma in History / Ancient Indian Culture/ Museology
* Knowledge of IT, Multimedia, Internet, etc.
* Ability to interact with people of all ages and backgrounds, deliver talks, conduct educational activities
* Good speaking and writing skills in English, Hindi and Marathi

Desirable Qualification:

* Enthusiastic, self –starter, ability to work with deadlines

**APPLICATION PROCEDURE**

Interested candidates may send only CV with photograph on or before  **3rd December 2018** to The Assistant Director (Admin) on the above mentioned address. Please Superscribe the envelope with the post applied for along with the Job Code **OR** email your CV mentioning the Job Code and the Post in the Subject box on recruitmentcsmvs@gmail.com.