



<https://sparcinla.org/job/manager-of-research-education-programs/>

Manager of Research, Education, and Programs

Description

About SPARC:

The Social and Public Art Resource Center (SPARC) is located in Venice, California, near the vibrant art scene of Abbot Kinney. Founded in 1976 by Chicana muralist and Distinguished UCLA Professor Judith F. Baca, Filmmaker/Director Donna Deitch, and Artist/Teacher Christina Schlesinger, SPARC's artistic direction was formulated with the concept that the arts could engage with the most important issues of our time and that ordinary people/community members could be participants in the arts. SPARC chose to amplify the voices of those marginalized in our Los Angeles communities and to provide a new vision of what art could do: women, people of color, poor and working people, day laborers, youth, prisoners, etc became the focus in our programming. We believed, then as we do now, that art can exist in places where people live and work, therefore we are focused on a new "public art." Our works are monuments that rise out of communities, memorializing what the people choose to remember.

Job Description:

The Manger of Research, Education, and Programs is responsible for the creation, facilitation, and management of programs and education initiatives related to the SPARC's projects and affiliated artists. This role will develop innovative curriculum, research pathways, and public learning experiences for schools, researchers, educators, and diverse public audiences across multiple platforms and settings. These programs will be in direct collaboration with the current collections, research projects, and historical data associated with the full activity of SPARC. In addition, this role would be responsible for the day-to-day management of the research staff, site tours, education partners, public, and volunteer engagement.

This role manages content and staff for guided tours of exhibitions for The Great Wall of Los Angeles, SPARC, SPARC Archives, and developing training, programs, and materials for the affiliated programs. This role requires a dynamic communicator capable of interpreting the work of the extension of the Great Wall at Bergamot Station and the original site in Valley Glen, and all other SPARC initiatives, to diverse audiences, ensuring an informative and enriching visitor experience. In addition to managing tour activity, the Manager of Research, Education, and Programs is responsible for the creation and execution of interpretive projects such as, but not limited to, printed discussion and activity guides, video guides, didactics and interactive tours to enhance the visitor experience on-site and meet SPARC's public engagement goals.

Responsibilities

Reports to: Chief Operations Officer (COO)

Classification: Full Time | **Status:** Non-exempt | **Compensation:** \$65,000 – \$70,000

Key Responsibilities:

Hiring organization

SPARC

Employment Type

Full-time

Job Location

685 Venice Blvd, 90291, Venice

Base Salary

\$ 65,000 - \$ 70,000

Date posted

May 18, 2026

Tour Program

1. Daily oversight and administrative management of onsite school, public, and private docent-led tours, focusing on scheduling, coordination.
2. Develop and implement a comprehensive education and public programs strategy aligned with SPARC's mission, institutional priorities, and artistic vision.
3. Manage and plan engaging tours for SPARC at Bergamot Station and The Great Wall of Los Angeles for various groups, ensuring interactive and informative experiences that align with SPARC's interpretive goals.
4. Develop and update ongoing training programs for new and existing tour staff, enhancing their understanding of current and upcoming exhibitions.
5. Serve as a strategic leader in integrating education, research, interpretation, and programming across SPARC's initiatives.
6. Design and implement evaluation tools and reporting systems to assess participation, learning outcomes, and community impact.
7. Support grant and development activities by leading the narrative and implementation of SMART learning objectives across all proposed programs.
8. Monitor and respond to participant feedback to continually improve the experiences.
9. Develop educational materials to enhance tour experience such as teacher toolkits and pre-visit curriculum.

General Interpretation

1. Support the creation and execution of interpretive projects such as printed discussion and activity guides, video guides, and interactive tours to enhance the visitor experience on-site and meet SPARC's interpretive goals across both The Great Wall of Los Angeles and SPARC at Bergamot Station.
2. Support and coordinate public programs such as artist talks, workshops, panels, tours, festivals, community forums, and special projects, including culturally significant events (e.g., Día de los Muertos).
3. Manage special event projects, such as SPARC 50th year programming, to support development and education goals.
4. Implement interpretive strategies to make SPARC more accessible and welcoming to all visitors.
5. Attend SPARC events to engage visitors and promote interaction.

Great Wall Research

1. Conduct and guide research efforts that support interpretive frameworks and educational content, collaborating closely with curatorial and artistic teams to align exhibitions, performances, and residencies with learning goals.
2. Supervise research team efforts, report to management the daily activities of the team, and conduct yearly reviews of research performance.
3. Collaborate with research staff, to conduct background research for the ongoing extension of The Great Wall of Los Angeles, including conducting literature reviews, internet research, preparing and conducting interviews, and collecting and analyzing data.
4. Maintain written and verbal communications of research findings in articles, reports, and presentations as assigned and utilizing SCALAR and powerpoint presentations to upload and track research generated for the project.
5. Attend project meetings with the Research Team, Operations Director, Judy

Baca, DML artists and the mural artist team when necessary.

6. Develop and manage pathways to ensure all staff are regularly updated on ongoing research—at staff meetings, in newsletters etc.

Administrative

1. Attend mandatory meetings, events, and training provided by SPARC.
2. Other duties as assigned by the Supervisor, including office administration support, Bergamot Station administrative oversight, and front desk coverage.
3. Cultivate and sustain relationships with artists, educators, families, researchers, community leaders, and cultural networks.

Qualifications

Qualifications:

- 4 years of experience in an educational or museum setting, preferably with a focus on education, research, programs, and/or similar interpretive work.
- BA in Art, Education, or related field.
- Strong storytelling and narrative abilities, with a talent for engaging audiences, through compelling programs that enhance visitor understanding and appreciation of exhibitions.
- Strong ability to synthesize new and archival information quickly and present it in an engaging manner.
- Excellent communication and public speaking skills, with the ability to interact effectively with diverse groups.
- Experience with digital content creation tools and platforms, such as video editing software is preferred but not required.
- Sensitivity to and familiarity with interpretive techniques that encourage diversity, inclusion, and equity, and accessibility for all visitors.
- Ability to provide a welcoming experience for visitors and deliver quality interactions.
- Ability to stand for extended periods during tours, up to three hours.
- Knowledge of Chicano/a/x art history and culture is highly desired.
- Proficient in Microsoft Suite, Google apps to prepare tour content.
- Bilingual in Spanish/English preferred but not required.

Hours: TBD

Equal Employment Opportunity Statement:

We strive to create an environment that embraces and promotes diversity, equity, and inclusion. We are committed to bringing people together from different backgrounds, experiences, and value systems to promote a richer learning environment for all.

Contacts

Application Process:

Interested candidates should submit a single PDF that includes a resume and cover letter to: hr@sparcinla.org. Thank you in advance for your interest in The Social and Public Art Resource Center, candidates will be contacted if SPARC is interested in moving them forward in the recruiting process.