MONTSHIRE MUSEUM OF SCIENCE

Position Announcement
Posting date: June 17, 2026

Exhibit Developer and Animal Care Specialist - Montshire Museum of Science, in Norwich, VT, seeks an individual with a strong academic and/or professional background in the applied life sciences (specifically environmental science, forestry, horticulture or aquaculture) and experience in live animal care and interactive exhibit planning, design and fabrication to serve as Exhibit Developer and Animal Care Specialist.

The **Exhibit Developer and Animal Care Specialist** is a member of the Montshire's Exhibits team. This position is responsible for the design, development, fabrication, maintenance and repair of interactive exhibits, with a primary focus on outdoor exhibits, outdoor learning landscapes and trails, and indoor live animal habitats. This position also has primary responsibility for daily care of indoor live animals.

Please note: this is a full-time (37.5 hours/week) exempt position that includes full Montshire Museum of Science benefits. Some evening/weekend work is required.

Application Instructions

Exhibit Developer and Animal Care Specialist

at Montshire Museum of Science

We welcome your application for the position of **Exhibit Developer and Animal Care Specialist** at the Montshire Museum of Science.

Please review the attached position description and include the following four items with your application:

- 1-page cover letter
- Resume
- 1-page bullet-list summary that explains how your previous experience supports each of the duties and responsibilities listed in the position description
- List of 3-4 references. Please provide the affiliation, phone number, and email address for your references. (*Do not send letters of reference – we will contact references directly.*)

Please email your application as a Word or PDF file to:

- Jobs@Montshire.org
- Please do not send your application embedded in the text of an email message.
- All applications will be reviewed starting on July 22, 2026 and will continue until the position is filled. After you submit your application, we will confirm with you by email that your materials have been received and your application is complete.
- We anticipate a target starting date of early to mid-September 2026.

Thank you for your interest in the Montshire Museum of Science. We look forward to reviewing your application!

Montshire Museum of Science Job Description
Exhibit Developer and Animal Care Specialist

DEPARTMENT: Exhibits

SUPERVISOR: Director of Exhibits

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RESPONSIBILITIES

Outdoor Exhibit Development and Maintenance (40%)
Designs and develops new interactive outdoor exhibits in David Goudy Science Park, the Montshire Healing Forest, and along the Montshire's trail system. Maintains, repairs and troubleshoots outdoor exhibits at the Montshire across four seasons. Coordinates with Montshire's Facilities department to ensure safe four-season access throughout Montshire property. Mends trail fencing and clears debris as needed from outdoor exhibit areas and trails.

Animal Care (35%)
Responsible for animal husbandry of fish, turtles, reptiles, amphibians, and insects on exhibit. Includes daily feeding, monitoring and cleaning of large aquatic tanks and small animal enclosures and displays. Ensures water quality through regular water testing and changes. Troubleshoots issues with aquatic tank systems. Maintains animal care logs and monitors animal health. Organizes and restocks animal care area. Tracks animal acquisition and applicable permits.

General Exhibit Support (15%)

Daily Exhibit Maintenance - Participates in daily exhibit checks, safety reviews, and scheduled maintenance for indoor exhibits and gallery spaces. Provides daily maintenance and regular cleaning of exhibits, gallery spaces, and public spaces of the Museum.

Exhibit Repair - Troubleshoots exhibit malfunctions. Repairs broken and/or worn exhibits to ensure safety and functionality.

Exhibit Changeovers - Participates in seasonal exhibit changeovers and new exhibit installations. Helps to prepare galleries for new exhibits. Unpacks, moves and assembles incoming traveling exhibitions. Helps disassemble, pack and move

outgoing exhibitions. Assists as needed for installation and takedown of individual exhibits.

Exhibit Prototyping and Fabrication - Assists in building exhibit prototypes for testing. May assist in final fabrication of new exhibits, as needed.

Cross Department Work (10%)
Assists in set-up and take down for museum-wide events, such as our annual fundraising gala, summer, Halloween and New Years events. Provides staffing for special events, as needed.

SUPERVISION OF OTHERS
This position does not supervise others.

KNOWLEDGE, SKILLS, AND EXPERIENCE REQUIREMENTS

- 3-5 years experience working in exhibit development, building/construction trades, outdoor landscaping and/or as a fabricator required. Prior museum experience and exhibit maintenance or fabrication experience strongly preferred, but not required.
- Advanced construction and fabrication skills required, including general carpentry, plumbing, and mechanicals. Proficiency with landscaping and hardscape materials preferred.
- Live animal care experience required, with aquatic animal care experience preferred.
- Basic computer skills (Google Suite, Microsoft Office); 3D design skills (CAD), and graphic design skills (Adobe CS)
- Understanding of shop safety and basic shop etiquette for working with shared tools and in shared spaces required
- Excellent organizational skills
- Timely and appropriate communicator
- Collaborative, upbeat, passionately team-oriented
- Able to work well individually and as part of a team
- Creative, flexible, resourceful and willing to learn new skills
- Must be able to lift and move large items weighing up to 70 pounds and navigate outdoor landscape and hiking trails on foot.
- Able to work outdoors in year-round conditions.
- Reliable personal transportation, valid driver's license, and excellent driving record required

WORKING CONDITIONS

- Congenial and fast-paced non-profit museum environment, which includes office, fabrication shop, museum gallery, and outdoor settings.
- May be asked to drive Museum vehicles, including minivans, small trucks, or cars with trailers.
- All Montshire employees are subject to a criminal background check

- Montshire Museum of Science requires that all employees and volunteers be fully vaccinated against COVID-19

TIME COMMITMENT

- Full-time hourly position (37.5 hours/week)
- Occasional weekend and evening work required

SALARY AND BENEFITS

Starting Salary: $49,000 - $54,000 based on desired skills and years of relevant experience, plus full Montshire benefits: health insurance, vision, dental, supplemental flex spending accounts, 403(b) retirement savings, generous paid vacation and paid sick leave, life and accident insurance, and short- and long-term disability insurance.