

Iowa State Memorial Union Art Gallery Staff

The Memorial Union Art Gallery gives the University and Ames community the opportunity to view and experience a wide variety of artwork representing local, regional, and national artists. As part of the rotating schedule, each year the Gallery hosts 1-2 student exhibits juried by professional Iowa artists. The Focus Grant Exhibit is also held each spring. In addition, the space can be used for special events.

We are committed to creating a diverse team of students who work collaboratively while learning about exhibition management and the process of installing artwork.

Duties and Responsibilities Include:

- Staffing the Gallery during open hours and special events
Fall and Spring: Monday-Friday 11am-4pm and Sunday 1-4pm
Summer: Monday-Friday 10am-2pm and Sunday 1-4pm
- Installation of art exhibits using museum standards
- Working collaboratively to create art installations that are meaningful and present the artist's work in the best way possible
- Installation of art in other Memorial Union spaces
- Using accurate measurements and hand tools/drills to securely hang artwork
- Promoting student juried art exhibits and Focus Grants
- Assisting customers in renting art from our lending collection
- Assisting with other art events and activities at the Memorial Union as needed
- Attending staff meetings
- Providing excellent customer service to internal and external customers

Best Candidates Have:

- Experience handling artwork of various media
- Interest in art exhibition management and learning the art installation process
- The ability to describe, analyze, interpret, and evaluate art
- Basic experience with hand tools and drills
- Excellent customer service skills

Positions, Hours, and Compensation:

- Up to 6 positions open to College of Design students
- Work-study students are encouraged to apply
- 8-15 hours per week, more available in the summer
- Hourly wage of \$9.00

To Apply:

E-mail resume, cover letter, summer availability, and fall class schedule to Letitia Kenemer, Arts and Workspace Coordinator letitia@iastate.edu

Deadline May 1, 2024

Preference for hiring will be given to students who can start in mid-May to cover summer positions before fall.