

Work Study Job

Job Title:	Art Gallery Assistant Student Worker/ Lab Aide	Department:	Academic Programs
Hourly Rate:	\$20.76	Supervisor:	Eileen Jimenez

Job Description

Role and Responsibilities

Art Gallery Assistant Student Worker/ Lab Aide oversees gallery open hours, organization of the space, tracking visitors, light clean up, and support of guest curators. Support for additional Arts Area support may also be expected based on art program needs.

Duties

- Oversee security of art during gallery open hours
- Organization of space
- Tracking visitors
- Installation support--lighting and hanging art etc.
- Assisting with the daily operations of the gallery-- keeping exhibits clean, answering visitor questions
- Communication
- Inventorying artworks, work with artists, properly handle art (packing and wrapping for some storage and shipping)

General Art Studio operations

- Classroom support in the 2D area—still life set up, take down
- Organization of studio spaces
- Open studio support

Educational Benefits

This position will provide opportunities to extend classroom-based learning to an on-the-job learning environment relating to the student's art career and educational goals.

Preferred Skills

Some art background is helpful but not necessary. However, each applicant must have completed the FAFSA application for the current academic year and must qualify for financial aid.

Applications Accepted By:

Email:

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