



AMERICAN FOLK ART MUSEUM

Title: Warren Family Curatorial Fellow

Reports to: Curatorial Chair for Collections and Curator of Folk Art, Emelie Gevalt

Job Type: Fulltime; fixed term (two years) beginning winter or spring 2024

Overview: The American Folk Art Museum seeks an innovative thinker and collaborator to partner with the Curator of Folk Art on a range of ambitious projects relating to the Museum's upcoming exhibition programs and its collection of more than 8,000 objects, including early American paintings, textiles, sculpture, works on paper, and other media.

This dynamic two-year fellowship position offers an exciting opportunity for hands-on curatorial experience for an emerging museum professional. The fellow will be a key member of the museum's highly collegial team, with the opportunity to engage deeply in all aspects of the Curatorial & Collections team's ongoing functions, with particular attention to exhibition planning. Candidates from historically underrepresented backgrounds in the museum field are encouraged to apply.

Core Responsibilities: Throughout the two-year period of the fellowship, a central focus will be on upcoming exhibitions including a loan exhibition on the topic of "schoolgirl art" and early American girls' education. Working closely with the Curator of Folk Art, she/he/they will take ownership of the following range of responsibilities, with additional projects to be assigned according to the fellow's individual interests and capacity.

Exhibitions

- Work alongside the Curator of Folk Art to develop exhibition checklists; pursue loans and funding; develop concepts for interpretation and design; research objects and draft label copy; and prepare articles for press and exhibition catalog.
- Liaise with external scholars and institutions regarding exhibition loans, research, and programming.
- Attend and participate in periodic Exhibition Committee meetings with AFAM staff.
- Represent the curatorial team with in-person and virtual presentations as exhibitions develop.

Collections

- Research objects from across the museum's collection; add to object files.
- Update existing cataloging and labels for the museum's online collections database.
- Assist with the review of potential acquisitions and donations and in the preparation for quarterly Collections Committee meetings.

Research & Writing

- Pursue additional research and writing projects—on AFAM's virtual platforms and elsewhere—relevant to the Museum's collection and exhibitions as opportunity allows.

Learning and Engagement & Public Programs

- Partner with the Learning and Engagement team to develop public programming for exhibitions.
- Conduct public tours of exhibitions on view.

Experience & Qualifications:

- This position encourages applicants from a range of backgrounds, including the fields of American folk art, decorative arts, American studies, history, museum studies, material culture, and/or art history. Candidates with a demonstrated interest in and knowledge of early American needlework are especially encouraged to apply.
- Personal qualities should include self-motivation; a strong sense of commitment; a team-oriented approach; and a deep historical curiosity. The ability to work both collaboratively and independently is essential.
- Applicants should be emerging professionals with excellent research, writing, and public speaking skills.
- 2-3 years of museum experience, or equivalent experience in another cultural/arts organization. Knowledge of TMS is also helpful but not required.
- Exceptional attention to detail
- Strong project management skills
- Collaborative approach to communication
- Creative and proactive problem-solver
- Interest in and commitment to Diversity, Equity, Accessibility, and Inclusion (DEAI) in the field
- Applicants should possess an M.A., PhD candidacy, or equivalent experience.

Salary & Benefits:

- Salary of \$55-60K/annually, dependent on experience and qualifications

- The American Folk Art Museum offers a robust Employee Benefits Plan, including fully paid single health insurance, generous Paid Time Off and Sick time, and discounts on local transit passes.

To Apply:

- Application Deadline: Please submit materials to Emelie Gevalt at egevalt@folkartmuseum.org by **November 15, 2023**
- Application Materials: CV; letter of interest (500 words); a 10-15 page writing sample on a research topic of relevance; 2 letters of recommendation (can be from academic advisors and/or employers)
- Candidates from historically underrepresented backgrounds in the museum field are encouraged to apply

COVID-19 Policy: American Folk Art Museum takes the health and safety of our Museum community seriously and as such requires all employees to be fully vaccinated with an FDA approved COVID-19 vaccine (two shots of Pfizer or Moderna or one shot of Johnson & Johnson) including at least one booster if eligible. Requests for reasonable accommodations for medical, religious, or other reasons will be considered in accordance with applicable law.

Equal Opportunity Employer

The American Folk Art Museum provides equal opportunity to all employees and applicants for employment without regard to race, color, religion, creed, sex, sexual orientation, national origin, ancestry, age, mental or physical disability, pregnancy, alienage or citizenship status, marital status or domestic partner status, genetic information, genetic predisposition or carrier status, gender identity, HIV status, military status and any other category protected by law in all employment decisions, including but not limited to recruitment, hiring, compensation, training and apprenticeship, promotion, upgrading, demotion, downgrading, transfer, lay-off and termination, and all other terms and conditions of employment.