GRADUATE ASSISTANT POSTING

POSITION TITLE: University Museum – GA - Exhibits
NUMBER OF POSITIONS/PERCENT: 1 Master’s Level Research Assistant Position at 25% time (10 hours per week)
TIME PERIOD OF POSITION: Spring 2021 Semester
UNIT: Library Affairs – University Museum
CONTACT PERSON and PHONE: WM Weston Stoeger (618) 453-5388

GENERAL RESPONSIBILITIES:
Summary: Under the general guidance of the Curator of Exhibits, the Museum Exhibits Graduate Assistant will be responsible for assisting with the daily functions of the University Museums exhibit space. This includes handling art and artifacts, preparing exhibit spaces, installing and striking exhibits, and working with and maintaining various power tools. The Graduate assistant may also be assigned other exhibition related duties as needed.

REQUIRED QUALIFICATIONS:
- Bachelors degree
- Admittance to SIUC Graduate School as well as admittance into a specific master’s degree program including any MFA program, History, Anthropology, Theater, Cinematography, Photography
- An interest in museum exhibitions
- The ability to work without direct supervision
- Ability to lift at least 50 lbs

PREFERRED QUALIFICATIONS:
- Knowledge of basic carpentry skills and practices
- Experience working with various power tools
- Paint experience
- Knowledge of Adobe Suite
- Knowledge of Google SketchUp
- Experience working with or handling art or artifacts
- Excellent written and verbal communication skills

TO APPLY:
To obtain an application, please visit our website at https://lib.siu.edu/about/employment/graduate-assistantships.php for online application instructions. Submit a completed application form, Official Spring 2021 Class Schedule, and a current resume/CV to the Library Affairs Administrative Offices (Morris Library, Room 290) via Campus Mail to: Library Administrative Office, Library Affairs, Mail Code 6632, SIU Carbondale or scan/email to adminoffice@lib.siu.edu.

DATE OF POSTING: November 4, 2020
DEADLINE FOR APPLICATION: November 24, 2020 or until filled