Position Summary

This internship aims to provide a variety of curatorial research opportunities as part of several active digital experience projects:

- Diving into Historic Exhibitions to verify checklists and associated assets
- Supporting Digital Publishing with the subject of pivotal exhibitions in Georgia O’Keeffe’s life
- Reviewing the findings and supporting the white paper for Reimagining the Catalogue Raisonné
- Learning across the organization

In addition, intern will co-develop a project with supervisor that relates to one of the above projects but allows a deeper dive and a ‘takeaway’ for the intern and the organization.

Key Learning/Experience for Intern:

- Cataloging research for digital publication
- Familiarity with collections and archive information management systems
- Artwork and archival research related to historic exhibitions
- Working collaboratively with and learning from collections and research teams
- Presenting ideas and findings to colleagues

*COVID-19 considerations:*

All visitors and employees are required to wear a mask at all times and maintain social distancing of 6 feet or more. All staff complete COVID safe practices training through NM Safe Certified. Common surfaces are sanitized regularly, and cleaning measures are in place to prevent the spread of the virus. Curbside pickup is available for retail purchases. Masks and PPE are provided to all staff.

Background and Qualifications

- BA in with experience in Art History and/or Museum Studies preferred

Skills and Abilities

- Interest in Georgia O’Keeffe and historic exhibitions
- Experience with online archive and artwork research
- Openness to cataloging research in a collection management system
- Word processing and presentation-writing computer skills
Benefits

Flexible Schedule
Employee Assistance Program

To be considered, please send your resume to: Jobs@okeeffemuseum.org

The Georgia O’Keeffe Museum is an equal-opportunity employer and considers all candidates for employment based on such factors as knowledge, education, skill, experience, the ability to perform required activities and availability, and without regard to race, religion, color, sex, sexual orientation, age, ancestry, citizenship, national origin, disability or any other legally protected status.