

ASHEVILLE ART MUSEUM

Title: IMLS Curatorial Intern

Description:

The Asheville Art Museum, with funding from the Institute of Museum and Library Services, is amid a two-year project that will document and steward more than ten-thousand records pertaining to two of North Carolina's most significant architects: Douglas D. Ellington and Richard Sharp Smith. Our collection is authoritative and contains materials like architectural drawings, prints, and preliminary sketches from both architects' separate careers; as well as thousands of personal, professional, and financial records kept by Douglas D. Ellington. Broadly, these materials chronicle both architects' careers and their prominent place within Western North Carolina's architectural fabric.

The Asheville Art Museum is currently seeking to fill two IMLS Curatorial Intern positions. Leveraging collection materials, the IMLS Curatorial Interns will research, author, and design an online exhibition together that connects the public to the legacies of Douglas D. Ellington and Richard Sharp Smith. This digital exhibition will be featured on the Asheville Art Museum's website, with online visitors and curatorial team members using elements of this research for years to come. The content of this digital exhibition will be determined by the research strengths and interests of accepted applicants, with guidance from curatorial team members. This is an exciting opportunity to contribute to scholarship surrounding two accomplished architects, to strengthen your experience in research and exhibition design, and to engage the Asheville Art Museum's audiences with our region's notable architecture and history.

Intern responsibilities:

- Parsing and identifying relevant information from primary historical documents, such as early 20th-century architectural schematics, financial statements, and personal correspondence
- Conducting research outside of the collection to identify relevant secondary research information
- Devising an exhibition concept that highlights the collection and furthers research on Ellington's and Smith's impact in Western North Carolina
- Designing an exhibition plan, which will serve as a project road map throughout the IMLS Curatorial Internship
- Using Microsoft Sway to design engaging and professional digital content consistent with the Asheville Art Museum's brand
- Writing articulate and approachable exhibition texts that are consistent with museum style guidelines
- Utilizing physical and digital inventories to navigate the Ellington and Smith collection
- Correctly referencing research from primary, secondary, and other scholarly sources

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- Working independently and exercising proficient time management skills to meet deadlines set by curatorial and registration staff
- Meeting with curatorial and registration staff members on a regular basis for updates and guidance
- Working effectively in a collaborative setting
- Handling and examining sensitive paper materials when deemed appropriate by registration staff

Eligibility and qualifications:

- Candidates must be current graduate or advanced undergraduate students (i.e. enrolled in an accredited program) majoring in art history, architectural history, architectural design, history, museum studies, library sciences, or a related field with a demonstrated research interest in architecture or American history. Recent graduates (i.e. who have graduated no more than six months before the start of the internship) will also be considered.
- Strong research and time management skills are integral to the success of this internship.
- Although not required, the following experience and skills are highly desired: exhibition planning and design; parsing and referencing primary historical records; experience with web design and online content creation; and an organized, attentive, and motivated work ethic.
- Candidates must be able to receive and report taxable income for the duration of this internship.

Schedule: This is a 160-hour internship. Ideally, starting in the middle of June and ending in early August. Weekly schedule TBD and designed according to the needs of accepted applicants. This internship is not eligible for remote work.

Stipend: IMLS curatorial interns are provided with a stipend to off-set costs of living. Interns will be paid \$12 per hour (\$1,920 over the course of the internship)

Development: this internship includes intern development excursions to places like galleries, historical organizations, studios, and auction houses around Asheville. These intern development programs are intended to expose young professionals to the arts field.