

Curatorial Volunteer – *The 2020 Idaho Triennial***Description**

BAM is seeking a volunteer to assist with the organizational and administrative tasks of *The 2020 Idaho Triennial*.

Credit

This is a volunteer position. BAM qualifies to supervise students for academic credit, if applicable and desired by the volunteer. The selected volunteer will receive a complimentary BAM membership.

Duration

BAM is seeking a volunteer from September – December, 2019. Ideally, the volunteer will be available between 10 to 15 hours per week, between the hours of 1:00 pm and 5:00 pm.

Education

Undergraduates, recent graduates, and graduate students are encouraged to apply. Students in the departments of Art, Art History, Education, English, and History will be given preference.

Qualifications

- Exceptional attention to detail, collegial attitude, and high level of professionalism
- Computer skills to include Adobe Photoshop, Microsoft Word, Excel, and PowerPoint
- Previous experience in research, writing, and editing

Preferred Qualifications

- Excellent verbal and written communication skills
- Excellent organizational skills
- Ability to work independently and be self-motivated
- Enthusiasm and passion for art history, contemporary art, museum studies, history, and research

Major Projects

- The volunteer's main project will involve assisting with the administration of *The 2020 Idaho Triennial*. This will include compiling and digitizing artist applications and images, organizing and tracking paper and digital files, and managing lists through Excel spreadsheets.

To Apply (Electronic Submissions Only)

- Submit a formal cover letter addressing your interest in *The 2020 Idaho Triennial* volunteer position, and your availability during the work week.
- Submit a current CV or résumé with relevant education and employment history.
- Submit a letter of recommendation from an instructor, supervisor, or other professional.

Submit materials to

McKenzie Floyd, Associate Curator of Art
mckenzie@boiseartmuseum.org

No in-person or phone inquiries.