

Purdue Galleries
Curatorial Intern
Job Description

Job title: Curatorial Intern

Purpose of Internship: to assist the director and Galleries staff with curatorial initiatives.

Job Responsibilities:

1. Research artwork in Purdue Galleries's permanent collection.
2. With director and/or curator, assist in planning, researching, designing, installing, and deinstalling exhibitions under supervision of curatorial personnel.
3. Collate and maintain records and information in collections management system.
4. Train in object handling, preparator work, and basic conservation methods.
5. Research and produce didactic information for exhibitions, publications, and communications.
6. Optional: research and conduct tours of current exhibitions and collections.

Goals:

1. Support director/curator in exhibitions schedule.
2. Understand basic object handling, exhibitions planning, and collections management.
3. Produce didactic information for exhibitions and collections.
4. Gain communications experience through research and written work.