



## **2025-2026 Perlman Teaching Museum Student Worker Positions**

Please apply for one position only. See accompanying [google form](#) application for further details. If you would like to speak to a staff member about the various roles or application procedure, please contact Director and Curator, Sara Cluggish, at [scluggish@carleton.edu](mailto:scluggish@carleton.edu). Completed google form application, inclusive of a résumé, is due by **Sunday, April 6, 2025**.

Apply on our website:

<https://www.carleton.edu/museum/engagement/for-students/work-study/>

### **Position Descriptions**

#### **Museum Curatorial Student Worker** (2 positions available, 4 hours a week)

The Curatorial Student Worker role supports the Museum Director and Curator with artistic research for upcoming exhibitions and projects. Tasks vary from week to week and examples may include assistance with researching new artists and artworks for upcoming exhibitions, creating exhibition checklists and spreadsheets, drafting interpretive text and wall labels, spatially mapping out a exhibition plan, and engaging with the Carleton Art Collection to find new, exciting ways to present it to museum audiences online and in person. Curatorial Student Workers provide occasional support with the promotion and marketing of events and exhibitions. Applicants for this role should be strongly motivated by research, highly organized, and have interests in contemporary and historical art from around the world. Candidates must have an ability to work collaboratively as well as independently.

**Museum Attendant** (6 positions available, 4-6 hours per week)

We are looking for outgoing and friendly candidates to greet visitors and monitor the gallery spaces of the Perlman Teaching Museum. The Museum Attendant role is part host and part guard. In addition to welcoming guests, duties include answering the phone, answering questions about the artworks on display, about upcoming events, the permanent collection, and the museum generally. Museum Attendants who hold the first shift of the day are trained to turn on gallery lighting and audio-visual artworks. Those who have the last shift are responsible for making sure the galleries are securely closed. Museum Attendants monitor the security of the gallery as well as regularly log temperature and humidity conditions throughout the day. Candidates must have an enthusiasm for sharing information about current and upcoming exhibitions and ensure the safety of the artwork on display. When not otherwise engaged, this position allows students to do a certain amount of their own school work, provided all other responsibilities are actively attended to. Reliability and punctuality are a must.

**Museum Events Student Worker** (2 positions available, 4 hours per week)

Museum Events Student Workers help the Museum Director and Curator conceptualize and implement a dynamic, exciting program of art events. Events formats could include artists and curator talks and tours, talks by students and faculty, hands on workshops, conferences, interdisciplinary music, dance performances, radio programs, audio tours, and more! This is a fun opportunity to collaborate with a wide array of creative individuals and exciting thinkers with the aim of getting a wide array of Carleton students to visit the museum. Candidates will provide support hosting events throughout the year so some flexibility in scheduling is needed (advance notice will be given). Each event season is different depending on the exhibition on view. Museum Events Student Workers often provide help dreaming up ideas for future exhibition seasons. Applicants who tend to be successful in this role are outgoing, friendly individuals who enjoy public speaking and have creative vision for the kinds of events Carleton students find interesting and enjoyable.