

Henry

On-Call Preparator / Art Handler

ABOUT THE HENRY: The Henry Art Gallery was founded as Washington State's first art museum in 1926, on the principle that art stimulates inquiry, fosters knowledge, and builds healthy communities. Located on the campus of the University of Washington (UW), Seattle, the Henry is internationally recognized as a pioneer in the research and presentation of contemporary art. Learn about our mission and vision: henryart.org/about.

COMMITMENT TO EQUITY: The Henry acknowledges the historical structures and social dynamics that have continuously oppressed communities of color and we acknowledge our part in institutional racism. We also acknowledge that we are situated on the land of the Coast Salish peoples.

We are actively committed to racial equity and to building a strong foundation of inclusivity and awareness in all we do. We value discourse that brings forward voices and positions that have been – and continue to be – oppressed. We do not tolerate hate speech or actions.

We recognize that we are in the process of embodying these values across our exhibitions, programs, and operations; this is our ongoing work.

The Henry Art Gallery is a part of the University of Washington. For more information about race and equity at the UW, see u.washington.edu/raceequity.

POSITION PURPOSE: The On-Call Preparator / Art Handler is responsible for assisting in the safe and efficient internal movement, housing, and installation of collections and loan objects. The On-Call Preparator / Art Handler is a temporary, part-time position. The position is most active during installation and de-installation of museum exhibitions. This position works as part of a team in Exhibitions, as well as closely with staff from other departments and outside contractors.

***SPECIAL NOTE:** Many museum employees are currently working remotely due to the COVID-19 pandemic. Due to the nature of this position's work, the employee will be expected to work onsite in order to complete essential duties and functions. The museum has onsite health and safety policies and procedures that the employee will be expected to follow.*

STATUS: Part-time, temporary

HOURLY RATE: \$18.50

SCHEDULE: On-Call, Tues – Fri. Current expected work dates for 2021 are:

- May 11 – 28
- June 29 – July 16
- August 17 – October 15

On-Call Preparator / Art Handler must be able to commit to at least one of these time periods.

REPORTS TO: Senior Preparator

ESSENTIAL FUNCTIONS:

- Assist in the preparation, installation, and de-installation of objects for exhibitions, including matting and framing, and construction of mounts
- Assist in construction of housing for art objects
- Assist in the processes of proper art handling methods, and art storage practices

- Assists in maintaining lighting in exhibition spaces, including changing lamps and transformers as needed; ensuring that lamps are properly focused
- Performs additional duties as assigned

This job description indicates the general nature and essential duties and responsibilities of work performed by On-Call Preparators / Art Handlers. It may not contain a comprehensive inventory of all duties, responsibilities, and qualifications and may be subject to change.

QUALIFICATIONS:

REQUIRED

- Demonstrated experience (typically a minimum of 2 years) handling art, preferably in a museum setting
- Experience in the safe operation and maintenance of a variety of hand and power tools, hydraulic lifts, fork and scissor lifts
- Ability to read and follow diagrams and schematics
- Must be able to work collaboratively within a team; work independently when given a task
- Must be flexible, detail-oriented, with excellent communication skills

DESIRED

- Experience with handling, installing, and mounting a variety of 2-dimensional and 3-dimensional art objects
- Knowledge of installation materials and techniques and fine art packing
- Experience in the safe operation and maintenance of a variety of hand and power tools, hydraulic lifts, and fork and scissor lifts
- Basic woodworking skills is a plus

Diverse backgrounds make us stronger. We highly encourage Black, Indigenous, People of Color, LGBTQ+, and individuals of all abilities to apply.

To apply, please send cover letter and resume to jobs@henryart.org. No phone calls, please. Applications for this position are always accepted, and are reviewed on a rolling basis year-round.