

Henry

On-Call Preparator / Art Handler

Note: Applications for this position are always accepted and reviewed on a rolling basis.

ABOUT THE HENRY

The Henry is a museum for contemporary art and ideas, grounded in the belief that art has the power to challenge norms, inspire change, and create a more equitable world. As Washington State's first art museum, the Henry is internationally recognized for groundbreaking exhibitions, dynamic programs, and a long-standing commitment to championing artists at every stage of their careers. With a collection of nearly 30,000 objects and a deep partnership with the University of Washington, the Henry serves as a welcoming cultural hub, amplifying a diverse range of artistic voices and offering transformative, first-hand experiences that spark curiosity and new perspectives. Learn more at henryart.org.

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.

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.

STATUS: Part-time, on-call; FLSA non-exempt; non-benefitted

STARTING RATE: \$22 - \$25 per hour, depending on experience

SCHEDULE: Tuesday – Friday

REPORTS TO: Head Preparator

ESSENTIAL FUNCTIONS:

- Assist team in the preparation, installation, and de-installation of objects for exhibitions
- Assist in construction of housing for art objects
- Preparing gallery spaces for art installation including patching & painting
- Performs additional duties as assigned

This position frequently lifts or otherwise handles large and sometimes heavy objects and operates construction tools.

QUALIFICATIONS:

Required

- Demonstrated experience (typically a minimum of 2 years) handling art, preferably in a museum setting
- Experience with handling, installing, and mounting a variety of 2-dimensional and 3-dimensional art objects
- Experience in the safe operation and maintenance of a variety of hand and power tools
- Ability to read and follow diagrams and schematics
- Must be able to work collaboratively within a team, work independently when given a task, and possess a willingness to learn new art handling skills and techniques
- Must be flexible, detail-oriented, with excellent communication skills

Desired

- 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 scissor lifts
- Experience preparing and painting gallery walls
- Basic woodworking skills is a plus

BENEFITS: This position is non-benefited. This position **does not** accrue vacation time or receive holiday credit hours.

The employee will have access to or receive:

- Sick leave accrued at a rate of 1 hour of sick leave per every 40 hours worked
- Paid holiday time during designated museum holiday closures that occur on days the employee is otherwise regularly scheduled to work

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

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