



Position Title
Ford Curatorial Fellow

Application Deadline
May 31st, 2020

Organization
MOCAD is seeking applicants for its 2020-2021 Curatorial Fellowship.

Mission
MOCAD is where adventurous minds encounter the best in contemporary visual, literary, music, and performing arts. A responsive center for diverse audiences, MOCAD presents art that contextualizes, interprets, educates and expands culture, pushing us to the edges of contemporary experience.

Classification
Status: Full Time, Non-Exempt, Tu-Sa, 9am to 5pm with some evening and weekends required. One position.
One year with a summer 2020 start date.
Research stipend: up to \$2,500.
Relocation costs: may be reimbursed up to \$1,000.
Salary: \$35,000 - \$40,000
Reports to: Elysia Borowy-Reeder, Executive Director with the Susanne Feld Hilberry Senior Curator

Position Description
This year-long fellowship supports our goal to encourage greater involvement from the diverse and energetic art scene that surrounds MOCAD. This prestigious fellowship provides curatorial training and an opportunity for the fellow to engage with a community of scholars, artists, writers, and thinkers from around the world. The fellow is fully integrated into one of the Museum's curatorial and education departments, while devoting his or her time to a specific MOCAD project as well as other experiences. The individual works directly with one or more curators, who serve as supervisors and mentors throughout the term of the fellowship. The Curatorial Fellowship provides recent graduates and graduate students working on a higher degree in the field with important professional experience. MOCAD is committed to being an inclusive workplace. We welcome applications from minority group members, women, and persons with disabilities, members of sexual minority groups and others who may contribute to further diversification of ideas. We are an EOE/AA employer dedicated to fair and inclusive employment practices for all individuals. Decisions regarding recruitment, employment, promotion, salary increases, benefits, termination and all other terms and conditions of employment will be based solely on individual merit without regard to race, color, sex, pregnancy, religion, national origin, age, disability, height, weight, marital status, veteran status or any other factor protected under applicable federal, state, or local law. This 12-month fellowship will start in summer of 2020 and continue for twelve months.

This position will work with the curatorial staff on a variety of projects related to exhibitions, with an emphasis on MOCAD's expanding international exhibition schedule and Detroit-based artists initiatives.

The Curatorial Fellows are expected to live in Detroit during the period of the fellowship. They will work closely with the MOCAD Exhibitions department and Susanne Feld Hilberry Senior Curator to bring upcoming exhibitions and public programs to the Museum and its community. The Curatorial Fellows will also be asked to work on existing museum programs including pop-ups featuring local artists and exhibition series as well as propose new museum initiatives that they will be charged with spearheading. Fellows will provide other support to curatorial staff and exhibitions staff as needed.

Education, Experience, and Certification

The Curatorial Fellowship is for recent graduates of Art History or related field of study and graduate students working on a higher degree in an Arts related field. Qualified applicants will have a familiarity with modern and contemporary art and related critical discourse in cultural or global studies (e.g. Asian, African, or Latino cultural production). They should hold a BA degree in art history, cultural or global studies, museum studies, or related fields. Excellent verbal and written communication skills are required. Applicants with foreign language skills are strongly encouraged to apply; prior museum experience is a plus. International candidates must secure and be in possession of a valid US work visa for the entire Fellowship period.

Key Qualifications

- Ability to perform highly detail-oriented work with expediency, accuracy and efficiency.
- Ability to work in a fast paced and exciting environment.
- Experience writing and copyediting a variety of texts, including exhibition texts and labels.
- Excellent computer skills, including the most recent versions of Microsoft Office applications — Word, Excel, PowerPoint, etc.
- Experience with Google Docs workflow desirable.
- Experience conducting object-based research, including bibliography, provenance, and exhibition history desirable.
- Ability to interact with staff, patrons, dealers, artists, and trustees in a professional manner.
- Team player who knows how to balance working individually and collaboratively.
- Ability to maintain strict confidentiality.
- General administrative and project management skills.
- Ability to manage budgets using Excel.
- Public Programs support and facilitation
- Fellows are encouraged to have personal transportation as Detroit is a large city, and the majority of areas are without convenient access to public transportation.
- Accountable and proactive.
- Knowledge of foreign languages useful.

Scope of Position

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museum programs and exhibition series as well as propose new museum initiatives. Fellows will provide other support to curatorial staff and exhibitions staff as needed.

- Assist in research for exhibitions, publications, and programs.
- Compose, transcribe, copy, and format correspondence, exhibition checklists, and spreadsheets.
- Make domestic and international travel arrangements including airline, hotel and ground transportation, and compile and verify itineraries.
- Coordinate with Exhibitions and Education Departments.
- Procure research materials on behalf of curators and artists upon request.
- Maintain and archive files (electronic and hard-copy) for each exhibition.
- Assist museum staff and interns with their assigned projects as required.
- Develop and deepen curatorial research in south-eastern Michigan.
- Create exhibitions and public programs that prioritize diversity.
- Fellows participate in all phases of exhibition development.
- Catalog production, exhibition completion, blog entries on the curatorial fellowship experience, two studio or university classroom visits per week, and participation in staff meetings to discuss progress.
- Maintain a blog on MOCAD site and a positive insider view to arts in Detroit - a social media clause
- Other duties as assigned.

If you are interested in applying for this position, please submit a cover letter, resume, and one writing sample by email to hr@mocadetroit.org. The application deadline is May 31st, 2020.