SPECIAL EVENT AND MEMBERSHIP INTERN. Aperture Foundation, New York, NY. 6-12 month position, begin 07/15. Work w/ donors, manage customer service for membership program, update acknowledgement letters, assist in planning annual benefit, assist in prep, execution of membership events, generate, track financial statements, info, input gifts into donor database, research prospective donors. Req MS Office exp, know DonorPerfect, Raiser’s Edge or Salesforce, some html exp, excel communication, grammar skills. Unpaid position; $300/month meal stipend, college credit avail. www.aperture.org/internships

CONTEMPORARY ART TEACHING ARTIST, EDUCATION. Brooklyn Independent Media, Brooklyn, NY. Meet w/ school staff to determine needs, customize contemp art curriculum to integrate well w/ school’s educational mission standards, facilitate workshops w/ students during school day &/or after school, maintain communication w/ school, orgz to report outcomes, make changes in program design, assessment. Req BA/BS, body of work representing personal artistic practice, exploration, exp working w/ inner-city youth, teaching, curriculum development, commitment to youth development, community building, ability to connect art to con temp issues, situations. http://bircartmedia.org/about/jobs-and-internships#CA-teachingartist

VISUAL DESIGNER. Amplify, Brooklyn, NY. Design original teacher, student content based on thorough understanding of product vision, client needs, user stories, create high quality, engaging designs that show strong attention to detail, adhere to established style guidelines, produce visual content. Req BA/BS, 2 yrs rel exp in interactive/content design, exp in graphic design, layout, typography, Adobe skills, exp w/ print, digital production, know html, CSS, JavaScript, pref illustration, drawing skills. Job Code: 3631. http://chc.tbe.taleo.net/chc03/ats/careers/requisition.jsp?org=WIRELESSGENERATION&cs=1&rid=3857

CAD DESIGNER/PRODUCTION ARTIST. Gretchen Scott Designs, Mount Vernon, NY. Manage production process of women’s clothing, work w/ Indian, Chinese vendors, produce garment CADs, collateral line sheets, color check production samples. Req orgz, Illustrator skills, good color sense, know garment construction. http://www.indeed.com/cmp/Gretchen-Scott-Designs/jobs/CAD-Designer-Production-Artist-c81c522ca94e6f7sdju=QwrrRXKqZ3CNx5W-O9jEbnP63yCgzw94A5c11xDms7Ir3zvZ_OIs-Q+3hev5XNjMtnG8_2xhoSN2qilorCECjMCvCrin1Hr377eApo

EXHIBITS INTERNSHIP. National Constitution Center, Philadelphia, PA. 10-week position. Work w/ exhibit teams on projects, day-to-day tasks, assist in office tasks that support prep of exhibit installments, cataloging historical documents, artifacts, assisting in research, evaluations, development, installation of traveling exhibits. Req BA/BS, communication, computer skills, basic graphic/design skills, interest in history, political science, future museum work, ability to work in teams, pref exp working w/ public or in research. http://constitutioncenter.org/about/careers/exhibits-intern-1

MAINTENANCE MECHANIC. Farnsworth Art Museum, Rockland, ME. Assist w/ general, preventive maintenance of plant, assist w/ special events, fabrication of display fixtures, furnishings, pick up materials from local biz. Req background in carpentry, painting, basic knowledge of electrical, heating, plumbing, humidifying units, ability to use hand tools, driver’s license. http://www.farnsworthmuseum.org/employment

ARTISTIC INTERNSHIP. Primary Stages, New York, NY. 20-25 hours/week, begin 09/04/15. Assist artistic dept w/ projects such as in-house readings, casting, production needs, correspondence w/ artists, attend readings, productions in NYC, observe sessions of group of emerging playwrights who meet weekly to create original plays. Req orgz, communication, writing, MS Office skills, interest in nonprofit arts. $50/week stipend; academic credit possible. http://primarystages.org/about/internships. App ddl 06/01/15-07/07/15.

GRAPHIC DESIGNER. Ziff Davis, New York, NY. Resp for design of digital advertising, work w/ major brands, participate in maintenance of ad demo site, website, study, work from project briefs to develop creative w/in brand guidelines, obtain approval of concept by submitting rough layout for approval. Req BA/BS graphic design/rel, 2 yrs exp in graphic design, customer focus, creativity, exp w/ Photoshop, Illustrator, Flash, pref know html, CSS. https://careers-ziffdavis.icims.com/jobs/10255/graphic-designer/job

FX ARTIST. ZeniMax Media Inc., Hunt Valley, MD. Develop innovative, complex, visually stunning particle, shader effects w/in defined visual style, create all assets such as textures, models, shaders relevant to visual effects art, concept, propose, present creative ideas, work w/ artists, animators, designers, programmers to implement effects, provide creative input to assigned tasks. Req 3 yrs professional industry exp creating effects, strong understanding of particle effects technology, techniques, implementation, strong technical knowledge of effects generation w/in engine, exp w/ 3D Studio Max, Photoshop, excel communication, interpersonal, orgz skills, excel sense of scale, timing, detail, form, texture, color. http://jobs.zenimax.com/requirements/view/809
GRAPHIC DESIGNER, Backstage LLC, New York, NY or Boston, MA. Design, develop, execute mktg emails, landing pages, modals, partner tool-kits, other digital mktg products, revise, create presentation graphics, icons, sides that are on brand, manage, implement brand guidelines, manage projects from beginning to end, create, manage timelines, support lead product designers, participate in brainstorming, concept development. Req 3 yrs graphic design exp, excel Adobe CS skills, attention to detail on both form, function, know responsive web design, mobile design, pref passion for music, ability to code html, CSS. https://jobs.lever.co/backstage/60bd87d-76a2-4b0a-9f3-694466b35036

WEB DESIGNER, Storey Publishing, North Adams, MA. Design engaging digital exps, specific campaigns consistent w/ brand, use front-end technologies to enhance site content, translate, repurpose assets to work in content of responsive website, ensure functionality, appearance of all pages, features across browsers, devices, serve as designer for online mktg materials, assist in content planning, analyze website, campaign, newsletter strategies. Req 3 yrs exp in visual design, portfolio, know Adobe, html, CSS, JavaScript, content mgmt systems, WordPress, web analytics tools, UI/UX, strong writing, editing skills. http://storey.com/careers/index.php

DEVELOPER, DIGITAL MEDIA, Museum of Modern Art, New York, NY. Build, maintain museum’s public-facing digital properties, websites, lobby screens, iOS app, work w/ designers to develop creative user exps, web interfaces via html, CSS, JavaScript, maintain web apps. Req BA/BS, min 1 yr Ruby on Rails exp, know Rails 4, RSpec, Capybara, Chef, Ubuntu, Postgresql, HAML, SASS, Objective-C, pref exp/interest in agile development, pair programming, TDD. http://www.moma.org/about/jobs

MUSEUM WEB DEVELOPER, Rhode Island School of Design, Providence, RI. Lead planning, development, maintenance of web environment, evaluate website functionality, develop, oversee initiatives design to increase access to collections, programs, publications, exhibits for range of audiences, engage museum depts, staff, tech groups to gather info. Req BA/BS rel, 3 yrs exp in web development, understand museum practices, exp w/ web programming languages, exp in project mgmt, know current concepts on usability, accessibility, excel communication skills, pref museum technology environments. https://careers.risd.edu/applicants/Central?quickFind=51159

USER INTERFACE AND GRAPHIC DESIGNER, Philadelphia Museum of Art, Philadelphia, PA. Participate on concept development, storyboarding, development, production, evaluation of interactive apps, resp for wire frame interface design, user testing, evaluation, design, create all graphics for apps on mobile devices, create multi-layered interfaces, animations, graphic elements, work w/ designers in planning, development, implementation of interactive exps. Req 3 yrs exp as user exp design or interactive designer, know Photoshop, Illustrator, InDesign, After Effects, animation tools, ability to create graphics for mobile apps, websites, ability to propose design solutions based on best practices, fundamental design, usability principles, pref nonprofit exp. http://philamuseum.org/jobs/

SHOWROOM ASSOCIATE, Studio Anis, New York, NY. FT or PT. Learn about designer furniture industry, assist w/ sales, customer service, admin duties, daily operation of showroom, design work if already trained. Req BA/BS, retail sales, customer service, admin exp, excel communication, client relation, orgz, multitasking skills, interest in design, designer contemp furniture. https://www.nyfa.org/Classifieds/Job/d1d31fc4-de43-4966-a676-d596ed645097

MEMBER SERVICES ASSISTANTS, Whitney Museum of American Art, New York, NY. FT or PT. Assist w/ festivities, daily operations at member services desk, member entry, outdoor mobile posts, acquire new members, renew, upgrade existing members, solicit annual fund donations, provide info about membership, museum, adhere to all cash handling, ticketing, database protocols, assist during evening membership events. Req public-facing customer service exp, strong cash handling skills, POS &/or constituent database exp, interest in visual arts, fundraising. http://whitney.org/About/JobPostings

CURATORIAL INTERNSHIP-SOUTH ASIAN ART, Rubin Museum, New York, NY. 10-15 hours/week; summer or full academic year. Perform research, support curatorial work for upcoming exhibits that focus on South Asian art. Req mature undergrad, recent grad or grad student, South Asian studies or South Asian art history research skills, excel writing, orgz, know MS Excel, Word, Photoshop, know working w/ images, scanning, editing software. Unpaid position. http://rubinemuseum.org/images/content/Rubin_Museum_Internships_SUMMER_2015.pdf

INTERPRETATION RESEARCH AND ADMINISTRATION INTERNSHIP, Rubin Museum, New York, NY. PT, 16 hours/2 days/week for summer or academic year. Work w/ manager of visitor exp to research Himalayan art/culture, upcoming exhibits in support of rigorous staff guide, volunteer docent training program, prepare training materials, documentation, assist w/ admin needs of museum educators. Req BA/BS or MA/MS, strong computer, orgz, interpersonal skills, know MS Word, Excel, PowerPoint, internet search, research engines, pref interest in South Asian, Indo Tibetan or Himalayan studies or art history. http://rubinemuseum.org/images/content/Rubin_Museum_Internships_SUMMER_2015.pdf

ART PRODUCTION INTERNSHIP, Mullen, Boston, MA. 06/08/15-08/14/15. Assist art production dept in production, mgmt of all stages of art procurement for any/all of agency’s creative executions, price, negotiate stock art, create estimates, purchase orders, image purchasing, invoice processing, develop relationships w/ photographers/vendors, stock searching, downloading hi-resolution files. Req class of 2015, 2016 or current grad level student, orgz, communication, time mgmt, multitasking, problem-solving, creative skills, pref BA/BS/equiv biz exp. Paid position. http://www.mullen.com/jobs/1612/

JUNIOR ART DIRECTOR, Mullen, Boston, MA. Req BA/BS, 1-2 yrs exp in agency environment or prior internship, ability to develop big ideas, exps, execute them across all channels. http://www.mullen.com/jobs/1538/

GRAPHIC DESIGN ASSOCIATE, Cushman & Wakefield, New York, NY. Work as mktg, graphics specialist on top brokerage team, create mktg books, materials for bldg/portfolio sales, create presentation materials for potential clients, prepare specialized market, neighborhood reports, gather statistics, data to portray on graphs, visuals. Req excel graphic design exp, working in real estate firm, strong Word, Excel, communication, orgz skills, know InDesign, Illustrator, Photoshop, PowerPoint, MS Office. $40K. http://www.masseyknakal.com/downloads/Graphic_Design_Associate.pdf

GRAPHIC DESIGNER INTERNSHIP, Liquid Ice Energy Drink, Lake Success, NY. PT. Support mktg team on projects like brand building, sales collateral, event sponsorship, content creation, design based on existing guidelines, creative directions, generate brochures, ads, banners, posters, assist w/ designs of print, digital mktg content, collaborate w/ mktg team on campaigns, special projects, promotional materials for events, admin duties. Req time mgmt, orgz, communication skills, know social networking, Photoshop, InDesign, Illustrator, pref know html, video editing, photography exp. Exp. Food, transportation stipend. http://www.inded.com/cmp/Liquid-Ice-Energy-Drink/jobs/Graphic-Designer-b8c7f956bba056d

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INTERIOR DESIGN ASSISTANT, D.B. Lee Development, Inc., Washington, DC. Research, order, track, follow up on all purchases, create product cut sheets, purchase orders, establish relationships w/ vendors, attend meetings w/ clients. Req BA/BS architecture/interior design, 1 yr exp, know CAD, Adobe Suite, MS Office, strong work ethic, know trade resources. [http://www.indeed.com/cmp/DB-Lee-Development/jobs/Interior-Design-Assistant-0757c0ae9dad4f60](http://www.indeed.com/cmp/DB-Lee-Development/jobs/Interior-Design-Assistant-0757c0ae9dad4f60)

EXHIBITION DESIGN INTERNSHIP, Rubin Museum, New York, NY. PT, 10-15 hours/week for summer or full academic year. Perform design-rel drawing, inventory using Vector Works 2012 software, MS Excel. Req mature undergrad, recent grad or grad student, orgz skills, knowledge of working w/ images, attention to detail, know Vector Works, MS Excel. [http://rubinmuseum.org/images/content/Rubin_Museum_Internships_SUMMER_2015.pdf](http://rubinmuseum.org/images/content/Rubin_Museum_Internships_SUMMER_2015.pdf)

CONSERVATION FELLOW, Winterthur Museum, Garden & Library, Winterthur, DE. Work half time in preventive conservation, half time in either furniture or textile lab w/ dual emphasis on treatment, research of material culture objects, participate in select professional level conservation activities, work w/ curators conservators, students, faculty, assit w/ teaching, Req MA/MS art conservation, 6 months paid or unpaid exp specifically working on conservation treatments of objects, basic practiced understanding of technology associated w/ fellow’s specialty, application to care, treatment, assessment of collection objects, know preservation housing of decorative, fine art objects, communication, research, computer, orgz, skills. [http://www.winterthur.org/?p=714](http://www.winterthur.org/?p=714)

ASSISTANT FASHION DESIGNER, Lilly Pulitzer, King of Prussia, PA. Assist w/ fashion design of company merchandise, assist w/ silhouette, artwork development, design boards, fashion illustrations, maintains styles each season in Advanta, WebPDM, assist w/ trim development, maintain all activities consistent w/ product development calendar. Req BA/BS fashion design/rel, pref up to 2 yrs exp in fashion design position. [https://www1.apply2jobs.com/LillyPulitzer/ProfExt/index.cfm?fuseaction=mExternal.showJob&JobId=4810&CurrentPage=1](https://www1.apply2jobs.com/LillyPulitzer/ProfExt/index.cfm?fuseaction=mExternal.showJob&JobId=4810&CurrentPage=1)

ASSISTANT WEB DESIGNER, Lilly Pulitzer, King of Prussia, PA. Assist e-commerce team w/ designing key elements of site incl homepage, landing pages, email blasts, digital mkgt materials, conceptualize, execute wireframes, templates, storyboards, retouch product images for website, ensure all website designs meet customer suitability standards. Req BA/BS graphic or web design, exp in interactive/web design, strong understanding of apparel retailing, e-commerce, interest, industry trends. [https://www1.apply2jobs.com/LillyPulitzer/ProfExt/index.cfm?fuseaction=mExternal.showJob&JobId=5071&CurrentPage=1](https://www1.apply2jobs.com/LillyPulitzer/ProfExt/index.cfm?fuseaction=mExternal.showJob&JobId=5071&CurrentPage=1)


UX/PRODUCT DESIGNER, PARTNER PRODUCTS, MLB.com, New York, NY. Work on complex apps, systems, MLB.com partner products. Req exp w/ user-interface, graphic design, visual design, understanding of responsive design, mobile apps, connected devices, exp creating pixel perfect visual designs using Photoshop, Illustrator, know principles UI, UX, IA, excel writing, communication skills. [http://mlb.mlb.com/careers/opportunities.jsp](http://mlb.mlb.com/careers/opportunities.jsp)

VISUAL DESIGNER, MOBILE, MLB.com, New York, NY. Work on MLB.com mobile baseball products, create production ready assets, provide visual specs based on established screen designs, support mkgt team on app promotion, pref exp working on mobile apps, know mobile app design. Req know mobile operating systems, understanding of design for mobile apps, responsive websites, know proper design production for complex apps, Photoshop, Illustrator. [http://mlb.mlb.com/careers/opportunities.jsp](http://mlb.mlb.com/careers/opportunities.jsp)

PROJECT ASSOCIATE, Solomon R. Guggenheim Foundation, New York, NY. Supervise interns, develop, manage development/mgmt fee annual budget, 5/10 year Abu Dhabi Museum operating budget, co-manage biz planning process, develop recruitment timelines, manage development/submission of project annual report. Req BA/BS rel, 2 yrs exp, excel writing, communication, orgz skills. [https://www.nyya.org/Classifieds/Job/667edc-8c9a-40fd-8119-2c780ded9b8ad](https://www.nyya.org/Classifieds/Job/667edc-8c9a-40fd-8119-2c780ded9b8ad)

COORDINATOR OF COMMUNITY PROGRAMS, Philadelphia Museum of Art, Philadelphia, PA. Initiate, design, implement programs that actively engage w/ community orgzs throughout city, region, support museum’s mission of civic leadership, community engagement thru building, maintaining partnerships w/ community orgzs, create innovative opps for visitors of all ages, background to exp, learn about art w/in museum, community. Req MA/MS fine art/art history/art education/museum education, proven work w/ musemus, community orgzs, exp w/ grant mgmt, stff mgmt, excel interpersonal, orgz skills, strong studio art skills, ability to stand for 2 hours at a time, life 25 lbs. [http://www.philamuseum.org/jobs](http://www.philamuseum.org/jobs)

ASK VISITOR LIAISON, Brooklyn Museum, Brooklyn, NY. PT, temporary position, 20-25 hours/week. Help determine best practices for encouraging visitors to use, engage w/ its forthcoming app, ASK Brooklyn Museum, to create dynamic, responsive museum that fosters dialogue, sparks conversation between staff, all museum visitors, work w/ audience engagement, visitor services teams to brainstorm strategies for how to include app as part of entry exp. Req 1 yr exp working w/ visitors in retail, hospitality or museum setting, facility w/ technology, excel communication skills, outgoing personality, ability to spot trends, understand visitor behavior. $10/hour. [https://workforcenow.adp.com/jobs/apply/posting.html?client=bkmuseum1&jobId=32044](https://workforcenow.adp.com/jobs/apply/posting.html?client=bkmuseum1&jobId=32044)

DEVELOPMENT/STRATEGIC PLANNING SUMMER INTERNSHIP, Independent Curators International, New York, NY. 06/15-09/15, min 2 full days/week. Work w/ director of strategic planning, executive coordinator to assist in planning, execution of cultivation, stewardship events, assist in execution of mass in-house mailings, research prospective donors, draft donor correspondence, generate, design, maintain mkgt materials for print, press, web for development dept, assist w/ orgzing, shipping, maintaining limited edition artworks, admin duties. Req professional demeanor, ability to work well under pressure, excel admin, orgz, communication skills, know Adobe Creative Suite, MS Office, Filmaker Pro, eTapestry/database software, pref exp w/ CMB website mgmt software. Unpaid position. No phone calls. [http://curatorisi.org/about/jobs-internships](http://curatorisi.org/about/jobs-internships)

ASSISTANT ARCHIVIST, Solomon R. Guggenheim Foundation, New York, NY. Accession archival materials incl both paper, electronic, interact w/ staff to evaluate record submissions, process archival materials according to current industry standards incl creation of processing plans, provide reference services for in-house staff, external researchers as directed, collaborate on special projects w/ curatorial, registrar, legal, other museum depts. Req MLIS/equiv, 3 yrs exp working w/ archival collections, strong communication, orgz skills, pref BA/BS art/art history, know museum purposes, orgz, procedures. [http://media.guggenheim.org/content/pdf/hr/2015/Assistant_Archivist_5.7.2015.pdf](http://media.guggenheim.org/content/pdf/hr/2015/Assistant_Archivist_5.7.2015.pdf)
EDUCATION ASSOCIATES, Solomon R. Guggenheim Foundation, New York, NY. Supervise selected teaching artists in 20-week residencies at NYC elementary schools, observe, evaluate, provide pedagogical oversight, support for programs, work w/ teachers, administrators, lead gallery tours for students, teachers, work w/ team on all areas of program, manage volunteer programs, family outreach initiatives. Req MA/MS art/museum education/fine arts/arts admin, 3 yrs exp in field, excel orgz, communication, writing skills, teaching exp, know art history, art education, Photoshop, InDesign, MS Office. http://media.guggenheim.org/content/pdf/hr/2015/Education_Associate_LTA_4.1.15.pdf


INTERNSHIP, Freight + Volume, New York, NY. Min 2-3 days/week. Learn all aspects of gallery operations, assist in prep of exhibitions, projects, art fairs, work on inventory, maintenance, correspondence. Req know Adobe Creative Suite, MS Office, MAC. Transportation, lunch stipend. Unpaid position. https://www.nyfa.org/Classifieds/Job/d6fd41ac-77fd-41f6-8759-9f4dd08e94f

INSTRUCTORS, Montclair Art Museum, Montclair, NJ. Seeking instructors to submit course proposals for new &/or existing programming, especially video game design, digital media (photography, graphic design, website, design filmmaking). No phone calls. https://www.montclairartmuseum.org/employment

ASSISTANT DIRECTOR, The Sketchbook Project, Brooklyn, NY. Help lead team from day-to-day operations to new initiatives, make sure current projects are being managed properly, work toward growing the project, develop, maintain partnerships between project, outside brands, museums, schools, oversee bookkeeping, budgeting, biz upkeep. Req BA/BS rel, 1 yr mgmt exp, excel problem-solving, communication skills, pref retail &/or e-commerce exp. $40K. http://www.indeed.com/cmp/The-Sketchbook-Project/jobs/Assistant-Director-9412a22ec290899

SHOW OPERATIONS ASSISTANT, American Craft Council, Brooklyn, NY. PT, 20 hours/week. Plan, manage shows, other events as needed, respond to exhibitor inquiries, assist w/ prep of show communications, proof annual applications, show directories, literature, attend shows, assist w/ box office, on-site buyer registration, prepare exhibitors, attend, buyer surveys. Req 2 yrs exp w/ trade shows or events, multitasking, orgz, customer service, interpersonal, writing skills, know MS Word, Excel, ability to learn online systems for ticketing, registration. Travel. No phone calls. https://www.nyfa.org/Classifieds/Job/67761c0d-ccc4-4140-9d82-f2cc33eb0378

GALLERY ADMINISTRATOR, Sugarlift, Brooklyn, NY. FT. Orgz gallery schedule, maintain external relationships, project manage current, new initiatives, resp for artist mgmt, mktn/social media, gallery, event mgmt. Req BA/BS, entrepreneurial spirit, social media, communication, writing, interpersonal, customer service skills, positive attitude, pref Photoshop, InDesign exp. https://www.nyfa.org/Classifieds/Job/990b41db-4a2-451f-30e8-c915d510774d

MEMBERSHIP ASSISTANT, Metropolitan Museum of Art, New York, NY. PT. Sell, renew, upgrade museum memberships, assist members w/ all aspects of membership benefits, provide info about programs, services, engage w/ visitors in all areas, promote value of membership, respond to members’ concerns. Req 1 yr exp in ticketing, admissions or retail environment, 1 yr cash handling exp, excel interpersonal, writing, customer service skills, know MS Office, pref BA/BS, fluency in min 1 foreign language, know point of sale systems, PledgeMaker. https://www.nyfa.org/Classifieds/Job/bb030fe1-69c-4188-8af7-dc1c2411eb


ASSISTANT TO STYLIST AGENT AND ARCHIVIST, Exposure NY, New York, NY. Assist at agency representing photographers, makeup artists, hair stylists, casting directors, nail technicians, set designers, stylists, generate deal memos, advances, final billing, arrange travel for artists, assist in managing schedules, booking assistant teams for talent, collect all digital files, order supplies, maintain dept financial reports. Req BA/BS w/ interest in biz side of fashion/beauty, orgz, communication skills, pref college level classes in mktn, photography, writing, internship at photo agency, fashion or beauty brand exp. https://www.nyfa.org/Classifieds/Job/5980120-68e9-4764-88c-e17c691e9eb2

ARTS EDUCATION ASSOCIATE, Dia Art Foundation, Beacon, NY. Support learning, audience engagement by providing admin oversight, hands-on support for education programs for K-12 school groups, teens, families, serve as project lead for arts education program, community free day, contribute critical, creative intelligence to strategic development, implementation, reporting, evaluation across educational program platforms, manage onsite education program activities, support educator-centered learning community. Req BA/BS art history/education/museum studies/studio art/rel, 3 yrs admin exp, exp directly supporting artists/educators in design delivery of innovative arts-rel programming, orgz, planning, presentation, communication skills. http://www.diaart.org/contents/page/info/1289#tea App dfl 06/15/15.

ARTIST EDUCATOR, Dia Art Foundation, Beacon, NY. FT, temporary position w/ 20-session summer intensive, continuing w/ monthly workshop series during academic school year. Design, implement original curriculum, attend, facilitate onsite/offsite teen engagement incl summer intensive, monthly workshops, support teens in development of series of diverse projects from inception to presentation, identify guest artists, design site visits to other institutions, sites, orgz. Req BA/BS studio art/arts/museum education/rel, exp designing, implementing project-based educational exps in out-of-school settings, excel communication, creative skills, exp working w/ teens in school, museum or community setting, pref MA/MFA. No phone calls. http://www.diaart.org/contents/page/info/1289#pta App dfl 06/15/15.
CURATORIAL RESEARCH Internship. Dia Art Foundation, New York, NY. 2 days/week, 10 am-6 pm. Conduct long, short term research projects on artists, work in museum’s collection, assist w/ outreach to artists, scholars, writers associated w/ exhibit, programs, publication, assist w/ curatorial functions involving dept’s digital, physical archive, prepare scholarly research on artists in collection, maintain records, files rel to exhibit, public programs, assist in bibliographic, biographical research associated w/ forthcoming publications, conduct weekly visits to local libraries, assist w/ rel inquiries from public, scholars. Req students enrollment in grad-level art history/rel program, excel research, writing, communication skills, strong interest in contemp art. Stipend for travel/lunch. http://www.diaart.org/contents/page/info/1289#cri

GRAPHIC/COMMUNICATION DESIGN TEACHING POSITION. PI Art Center, New York, NY. PT. Teach MA/MS level portfolio prep for applying to graduate art schools, teach small group of art students once or twice/week, track student’s improvement, skills thru lesson reflections, progress reports. Req MFA graphic design/advertising design, flexible schedule, pre graphic design/advertising design teaching exp at art college or current employment in rel field. https://www.nyu.edu/classifieds/Job/a794db09-8d08-4594-9b4d-30d568625a68

GRAPHIC DESIGNER. CBS Radio, New York, NY. Create materials to support sales force, design across all mediums incl presentations, projects recaps, web design, development, interactive design, print, branding, collateral, video, animation for clients, company. Req BA/BS graphic design, excel foundation in design, layout, color theory, use of typography, strong process orientation, communication, project mgmt skills, know Photoshop, Illustrator, InDesign, MS office, html, CSS, pref know After Effects, Premiere Pro. Req #22346. http://cbcsorporation.jobs/new-york-ny/graphic-designer/475A2F8DA37C46343ED79F2A8EAB44D0/job/

INTERACTIVE CREATIVE DESIGNER. CBS Interactive, New York, NY. Create or adapt graphics for live broadcast, work w/ news producers, other groups w/in company to create graphics on VizRT, other platforms for live, on-demand online programming, create graphics/designs to support editorial vision of website. Req 1-3 yrs exp as graphic design in TV or online news, ability to create graphics, visual displays while integrating editorial judgment, know Photoshop, After Effects, VizTR, pref know Cinema 4D, Maya, 3D programs. Ref #2057. http://cbcsorporation.jobs/new-york-ny/interactive-creative-designer/7255B94CD5DB486FB49BB543813A9258/job/


INTERACTIVE DESIGNER. Decker Design, New York, NY. Help build digital practice, drive design of projects forward, create innovative concepts, approaches, oversee project design thru execution, create concept models, user interface sketches, detailed schematics. Req strong background at digital agency/design firm, ability to understand client vision/direction, present designs, concepts, know latest trends in web graphics, strong communication, conceptual skills. https://authenticjobs.com/jobs/24605/interactive-designer

**South/Southeast**

MARKETING & EVENTS COORDINATOR. Morikami Museum & Japanese Gardens, Delray Beach, FL. Plan, execute festivals, events, support print, online mktg, PR efforts, draft, monitor annual event budget, manage event coordination schedule, respond to media requests, edit releases, media alerts before distribution, plan, research, write content for social media, blog, manage production of print collaterals. Req BA/BS communications/mktg/rel, 2 yrs exp, strong writing, communication skills, know MS Office, exp in social media mktg, Google AdWords, pref exp working w/ membership, arts or nonprofit orgz, Spanish language skills. http://www.indeed.com/cmp/Morikami-Museum-Japanese-Gardens/jobs/Marketing-Event-Coordinator-1f78d69515eb642

WEB DESIGN INTERN. Reingold, Inc., Alexandria, VA. FT. Work on small web projects, html emails, efforts to make sites accessible for all users. Req know html, CSS, JavaScript, web renders, best practices for UX/UI design, Photoshop, exp in web design, development, testing, debugging, strong orgz, communication skills. No phone calls. http://www.reingold.com/about/jointheteam/web_design_intern.html

GRAPHIC DESIGNER. Ivie & Associates, Bentonville, AR. Design, propose creative elements for visual purposes in client media collateral, create layout compos, rough, presentation materials as requested, attend client meetings, present creative materials, ideas, build, create, assemble print projects in accordance w/ agency, client specs, propose creative concept elements for potential, new projects, prepare digital assets using scanners, digital cameras, prepare client proofs for approval. Req production/design skills, know industry standards, practices rel to graphic arts, know POS, store signage. http://www.jobs.net/jobs/ivie-and-associates-en-us/job/United-States/Graphic-Designer/31L45W6YPYJSDDDYBVYG/

MARKETING COMMUNICATIONS ASSISTANT. Knox Area Rescue Ministries, Knoxville, TN. PT. Assist w/ mktg, communications, materials development, media relations duties, assist w/ graphic design creation, layout, social media, web mgmt, photography, video, produce correspondence, memos, reports, admin duties. Req know MS Office, Adobe Suite, database, event website design, excel communication, social media skills. http://karm.org/wp-content/uploads/2015/04/Flyer-KARM-Marketing-and-Communications-Assistant4.pdf

CURATORIAL/MODERN AND CONTEMPORARY ART INTERNSHIP. Birmingham Museum of Art, Birmingham, AL. Assist w/ research, planning for modern, contemp exhibits &/or gallery rotations, ongoing research on works in museum’s collection, work w/ museum’s collection database to search, produce reports, expand info for each object record, write exhibit labels, rel text, contact artists, galleries to follow up on possible loans, shipping, installation, other exhibit-rel details. Req college senior or grad student w/ art history major, interest in modern, contemp art, strong writing, research skills, know MS Office. http://www.artsbma.org/opportunities/curatorialmodern-and-contemporary-art-internship/

PHOTOGRAPHY INTERNSHIP. Birmingham Museum of Art, Birmingham, AL. Photograph works in museum’s collection, document galleries, installations, facilities, document museum sponsored events, scan existing photos, color correct existing scans, work on 1 major project tailored to meet individual needs. Req college junior/senior or grad student w/ photography major, interest or background in art history, know digital SLRs, Photoshop, scanners. http://www.artsbma.org/opportunities/photography-internship/
PHOTO STUDIO ASSISTANT, Montana Pritchard Photography, West Palm Beach, FL. Photo production, technical support for photo work incl editorial, fashion, commercial photography. captioning, key-wording thousands of images, client relations. Req interest in photography career, strong interpersonal, writing, orgz skills, ability to carry 50 lbs of eqt, passport. Travel. $27K.  http://www.indeed.com/cmp/montana-pritchard-photography/jobs/Photo-Studio-Assistant-1115af024ed9b214

GRAPHIC DESIGNER, Big Ass Solutions, Lexington, KY. Print, electronic design, produce graphics for direct mail, product collateral materials, electronic communications, turn concepts into high quality graphical communications, photo manipulation, graphic support, orgz server files incl logos, images, resize advertising graphics. Req 3 yrs exp, exp w/ website, email design, exp w/ website, email design, strong problem-solving, layout, typography, communication, project mgmt skills, ability to lift up to 50 lbs, pref BA/BS/BFA graphic design/rel.  http://www.bigasssolutions.com/big-ass-careers/live-big-ass/?vi=077721f76e_Job

ASSISTANT PREPARATOR, Crystal Bridges Museum of American Art, Bentonville, AR. Temp position. Assist w/ packing, unpacking, loading/unloading, transportation, installation, deinstallation, rel tasks for artwork in featured, permanent exhibits, assist w/ maintenance of exhibit spaces, shop areas, storage areas, maintain inventory of tools, materials for museum prep shop. Req HS grad, know hand tools, math apps, art/art history, driver’s license, pref 1-2 yrs museum or gallery exp. No phone calls. http://crystalbridges.org/about/careers-internships/

USER EXPERIENCE DESIGNER, SNL Financial, Charlottesville, VA. Produce, communicate design deliverables for next generation of web, mobile products incl wireframes, prototypes, mockups, storyboards, build consensus, justify design recommendations in terms of usability, consistency, biz goals, create, manage personals/user profiles, identify tasks for each user profile, model key interactions, data, workflows. http://snl.hrmdirect.com/employment/job-opening.php?req=246105&


UI DEVELOPER, Satnam Technologies, Sterling, VA. Req 2 yrs user exp design exp for software, web apps which leverage emergent technologies consumer electronics, mobile devices, strong conceptualization, visual communication, design skills, understand common software development practices, know Photoshop, Illustrator, html, Javascript, JQuery, WordPress, php, MySQL. http://www.indeed.com/cmp/Satnam-Technologies/jobs/Entry-Level-Frontend-Ui-Developer-0a954098b3198ab4

SENIOR DIGITAL ARTIST, Gimmie Games, Decatur, GA. Create high-quality assets for worldwide casino gaming markets, craft final look/feel of casino games incl backgrounds, symbols, bonus features, contribute to all stages of game design from concept to final product.  http://gimmiegames.com/

GRAPHIC DESIGNER/PROJECT MANAGER, Young Nations Arts Foundation, Miami, FL. Design, prepare materials for print incl program books, catalogs, anthologies, program inserts, banners, design prepare materials for digital platforms incl digital versions of program books, catalogs, design, update images for website, design banners for social media pages, design, create mockups, signage, badges, manage online project mgmt. Req BA/BS, 3 yrs professional design exp, design, technical skills in both print, digital media, MS Word, Excel, Outlook, InDesign, Illustrator, Photoshop, pref html, CSS skills. http://www.youngarts.org/sites/default/files/%28YA%20Website%29%20Graphic%20Designer%20%2B%20Project%20Manager%20%284-15%29.pdf

INTERIOR DESIGN ASSISTANT, Fresh Design International, Fort Lauderdale, FL. Coordinate, develop design documents, presentation material for all phases of design process incl programming, schematic design development, space plans, specs of products, materials, work w/ design team, consultants, contractors, vendors, meet deadlines for deliverables. Req AA/AS or BA/BS design/architecture, 2 yrs commercial interior design exp, fluent Spanish, strong AutoCAD skills, know relevant building codes, accessibility reqs. http://www.indeed.com/cmp/Fresh-Design-International/jobs/Interior-Design-Assistant-48bab710b26db739

ART INSTRUCTOR, Crystal Bridges Museum of American Art, Bentonville, AR. PT. Teach classes for families, preschool students, children, teens, adults, assist w/ classes taught by contracted teaching artists, create lesson plans for museum programs based on themes, artwork, program format, prepare materials lists, execute everything for program prep, presentation, clean-up, post-program assessment. Req formal education in studio arts, 2 yrs exp teaching art in formal &/or informal settings w/ all ages, exp w/ architecture &/or nature sites, excel orgz, communication, classroom mgmt skills, pref BFA/MFA, courses in art history, American art, interest in art education trends, pedagogy. http://crystalbridges.org/about/careers-internships/

EXECUTIVE ASSISTANT TO EXECUTIVE DIRECTOR, Crystal Bridges Museum of American Art, Bentonville, AR. Provide genl executive, admin, clerical support to executive director, board chair, assist in coordination of special projects, handle internal/external correspondence, prepare, process purchase orders, assist w/ prep, admin of assigned project budgets, reporting activities, create, track process, review exec dept budget, coordinate special projects as instructed. Req AA/AS, admin exp, know generally accepted arts admin practices, MS Office, pref nonprofit exp, exp w/ travel prep.  http://crystalbridges.org/about/careers-internships/


ON-SITE GRAPHIC DESIGNER, Eyedea Advertising & Studio, Sterling, VA. Prepare visual collateral by designing art, copy layouts, plan concept by studying info, materials, illustrate concept by designing rough layout of art, copy regarding arrangement, size, type size, style, obtain approval of concept by submitting rough layout for approval, prepare finished copy, art by operating typesetting, printing, similar eqt, prepare final files by exporting them, sending to printer. Req 3 yrs exp, orgz, interpersonal skills, know Adobe Creative Suite, MAC, Quark, Word, PowerPoint, Acrobat, sense of humor.  http://www.indeed.com/cmp/Eyedea-Design-Studio/jobs/Site-Graphic-Designer-5ba0422ec4516d8

GRAPHIC DESIGNER/T-SHIRT ARTIST, Southern Screen & Graphics, Virginia Beach, VA. Design t-shirt using automatic presses w/ high production capability. Req 1 yr screen print exp, know color separations as they pertain to screen printing, know Photoshop, CorelDraw. $35K-$40K. http://www.indeed.com/cmp/Southern-Screen-/Graphics/jobs/Graphic-Designer-T-Shirt-Artist-50198b1ba8e9af
INTERIOR DESIGN ASSISTANT, Wall Decor and More Interiors, Prairieville, LA. Work in showroom, outside design work; possibly advance to design consultant. Req 1 yr sales exp. Hourly salary + commission. http://www.indeed.com/cmp/Wall-Decora.../Interior-Design-Assistant-2a31222a7c1910db

Midwest

GALLERY + CERAMICS TEACHING ARTIST SUBSTITUTE, Plains Art Museum, Fargo, ND. Develop, facilitate gallery, studio exps in conjunction w/ exhibits, permanent collection artwork, assist w/ developing exps, prep, clean studio spaces before/after art exps, attend training sessions as reqd. Req exp developing, teaching art lessons for youth, adults, understanding of educational pedagogy for students of varying ages, overall knowledge of ceramic arts, history of ceramics, pottery making techniques, excel interpersonal, communication skills, ability to manage orgz of studio space, materials, pref BA/BS studio art/art education. http://plainsart.org/support/files/2015/04/SUBJ gobgalleryceramics-teaching-artist.pdf

GALLERY + STUDIO TEACHING ARTIST, Plains Art Museum, Fargo, ND. On-call position. Develop, facilitate art exps in conjunction w/ exhibits, permanent collection artwork, lead gallery exps, develop art exps, prep, clean studio spaces before/after art exps, attending training sessions as reqd. Req exp developing, teaching art lessons for youth, adults, understanding of educational pedagogy for student of varying ages, excel interpersonal, communication skills, pref studio or art education background. http://plainsart.org/support/files/2015/04/gallerystudio-teaching-artist-1.5.15.pdf

PAGE DESIGNER, The Dickinson Press, Dickinson, ND. Create graphics, work w/ editorial leadership team to formulate long-/short-term ideas, shoot photos, videos when reqd. Req BA/BS, exp at daily or weekly newspaper, excel InDesign, Photoshop, Illustrator, Premiere skills, expert eye for page design, graphic design, ability to edit copy for AP style, know DSLR digital cameras for both photos, videos. $30K-$35K. https://www.journalismjobs.com/job-listings/1617951

SEASONAL DRAFTSPERSON, Goodman Theatre, Chicago, IL. 07/06/15-07/31/15. Work w/ technical direction staff, properties supervisor to realize scenic designs, use AutoCAD software to create 3D models, working shop drawings for scenery, props, create CNC files using EnRoute software, assist w/ special event planning, provide on-site supervision of events, monitor specific projects as they progress on shop floor. Req 3 yrs professional exp as draftserson, know AutoCAD 2013 or higher, know theatrical construction techniques, technical drafting for scenery production, exp w/ rigging, automation techniques, pref exp w/ CNC machines, software. http://www.goodmantheatre.org/About/Work-At-Goodman/Employment/

CREATIVE SERVICES PRODUCER, Topshop Topman, Chicago, IL. Style mannequins, install new window launches, set visual standard thru inspirational mannequin styling. Req visual merchandising exp in retail fashion environment, love of brand, awareness of competitor, mkt activity both in local area, global scale, passion for customer service, excel ozg, project mgmt, communication skills, willingness to work late nights, early starts when reqd. http://www.peoplebank.com/pbank/owa/phk24w12.main?ps=belfinZoljln3oEDFwFDnagdgcj

INTERNSHIPS, Joslyn Art Museum, Omaha, NE. Work on projects rel to museum’s permanent collection, public programs. Positions incl studio teaching intern, Scott EdTech Gallery intern, interpretive media intern, development/membership intern, museum shop intern. Req excel communication skills strong interest in learning about museums, nonprofit community, pref background in art history/art education/studio art. Unpaid position; college credit available. http://www.joslyn.org/about/employment/internships/

SUMMER CAMP INSTRUCTOR, Northwest Museum of Arts & Culture, Spokane, WA. FT, contract position. Collaborate w/ education team on research, planning of curriculum, activities for instructing themed summer camps, primarily in natural history, instruct 3-6 scheduled camps during summer months, work w/ volunteers, student counselors. Req passion for working w/ young children, ability, passion for natural history, outdoors, pref BA/BS education; will consider AA/AS early learning/education + 2 yrs exp w/ working in children's camps. http://northwestmuseum.org/jobs/full-time-summer-camp-instructor-contract-position


GRAPHIC DESIGNER, Cabela’s, Sidney, NE. Help provide design support for creative collateral projects incl designing brand ads, brochures, signage, posters, catalog pages, retail ads, logos, assist design layout of short production projects, help w/ production process, addl special projects. Req AA/AS or apprenticeship, 2 yrs exp, know color separations, printing, attention to detail, MS Word skills. Auto req ID: 21547BR. https://jobs.brassring.com/syswebhost/jobdetails.aspx?partnerid=25405&siteid=5454&jobid=1373142

GRAPHIC PRODUCTION SPECIALIST, Brella Productions, North Chicago, IL. Produce final files for release to print vendors, support agency staff in completing updates, revisions to existing files, assist in organizing, arching, maintaining files on server. Req exp, excel technical skills w/ print production knowledge, know prepress standards, software programs, attention to detail, know MAC, Illustrator, Photoshop. https://chj.ibetaleo.net/chj03/ats/careers/requisition.jsp?org=BRELLA&cws=1&rid=40

PRESENTATION SPECIALIST, Brella Productions, North Chicago, IL. FT. Work w/ fellow designers, clients to translate script content, Photoshop designs into PowerPoint presentations, work on repetitive PowerPoint decks, unique presentations, work w/in existing project mgmt, branding, quality assurance structures to ensure clean production workflow, acquire new production skills. Req AA/AS design/mktg/interactive multimedia/communications or 4 yrs exp, strong design, communication, grammar, proofing skills, excel attention to detail in graphics, layout, typography, know PowerPoint, Photoshop, Illustrator, MS Office, pref BA/BS. No phone calls, emails. https://chj.ibetaleo.net/chj03/ats/careers/requisition.jsp?org=BRELLA&cws=1&rid=48

CATALOG PRODUCTION DESIGNER, Oriental Trading Company, Ralston, NE. Design, build catalog pages, collateral for all biz units, produce pages, cover versions, other projects based on company objectives, update all images, copy, graphics/design to reflect established brand guidelines, modify pages after reviews, accurate log time on daily basis. Req HS grad, min 1 yr catalog or advertising layout/design exp, know InDesign, Acrobat, MS Office, excel orgz, communication skills, pref 2 yrs commercial art or graphic design training, know Filemaker Pro, Illustrator. Job Code: N270. http://corp.orientaltrading.com/careers/
APPAREL GRAPHIC DESIGNER. The Fitness Tee Co., Grand Rapids, MI. Create custom fitness motivational quotes, graphic images to be used on apparel, accessories, ads. Req 2 yrs graphic design exp, communication skills, know Adobe products, ability to meet deadlines. http://www.indeed.com/cmp/The-Fitness-Tee-Co/jobs/Apparel-Graphic-Designer-799a122b9ca828a6


ART EDUCATORS. Wayne Center for the Arts, Wooster, OH. Teach visual art classes for preschool, elementary age students, adults, outreach teaching opps throughout community. Req love teaching, orgz, classroom mgmt skills, pref BA/BS art education, know OH dept of education visual arts standards. No phone calls. http://wayneartscenter.org/?page_id=53

INTERIOR DESIGNER. Nebraska Furniture Mart, Kansas City, KS. Plan, design, furnish interior environments of residential, commercial buildings, determine style preferences of clients, provide in-home design services, advise client on interior design factors incl space planning, layout, utilization of furnishings, color schemes, color coordination, order furnishings, art works, area rugs, accessories. Req BA/BS interior design/rel, 3 yrs retail sales exp, ability to read/interpret blueprints/renderings, documents, driver’s license, pref ASID membership. Base salary + commission. Req #15-1293. https://m21.ultipro.com/NEB1000/JobBoard/JobDetails.aspx?__ID=*1930CE792CCA0489

INSTRUCTOR OF VISUAL ARTS, SCULPTURE AND CERAMICS. Interlochen Center for the Arts, Interlochen, MI. Begin fall semester. Teach grades 9-12, post-grads at foundational, advanced levels, teach min of 5 hours/day of college-level studio instructions, supervise assigned studio classrooms, inventory, order supplies, attend 1 evening/week in open tutorial session. Req MA/MFA sculpture/ceramics, technical knowledge, know materials’ techniques, new approaches to medium, broad understanding of studio art practice, know contemp art issues, theory. https://www.smartrecruiters.com/InterlochenCenterForTheArts/81594171-instructor-of-visual-arts-sculpture-and-ceramics-fall-semester-

ASSISTANT TO DIRECTOR. Spencer Museum of Art, Lawrence, KS. Manage day-to-day operations of director’s office, coordinate schedule, travel, assist w/ special projects, development-rel admin, prepare collection/program-rel materials, collection, analyze data for meetings, presentations. http://www.spencerart.ku.edu/support/employment.shtml

NEWS PHOTOGRAPHER. Sinclair Broadcasting Group, Steubenville, OH. PT. Cover day-to-day general, in-depth features, investigative assignments, see beyond lens to bring back compelling stories. Req 2 yrs ENG exp w/network affiliate news orgz, strong editing skills in nonlinear edit systems, excel people skills, strong work ethic, passion for storytelling. Tracking code: 3686. https://sbgtv-openhire.silkroad.com/e postings/index.cfm?fuseaction=app.jobinfo&jobid=3071

DOLL HAIR STYLIST. Mattel, Chesterfield, MO. PT. Style doll hair according to company standards, demonstrate proper hair care techniques, sign dolls in/out of salon, create positive, memorable exp for girls, conduct inventory of salon supplies, demonstrate principles of magic, play, resolve customer issues. Req ability to style hair in various styles, care for doll, strong orgz, public speaking, communication skills, 6 months work exp in specialty retail, customer service exp. Req #151174. www.mattel.com/careers

TEMPORARY SET DESIGNER. Mattel, Middleton, WI. PT, 20-30 hours/week. Partner w/ photographer, art director to gain clear understanding of specific set-building needs, build sets that create atmosphere/mood based on specific story being told, estimate, source materials for project, oversee addl set builders. Req 3 yrs exp in photo studio building sets, master crafts person based in carpentry, painting, staining, sewing, interior design, propping, know history, know current trends in interior design, ability to lift 50 lbs, work w/ chemical compounds, paint, pref BA/BS art/photography/interior design/rel. Req #150992. www.mattel.com/careers

West/Southwest

ART ASSISTANT. LucasFilms, San Francisco, CA. Provide admin, general support to art dept personnel, clients, assist in all phases of production from bidding to archiving, maintain inventory, order/stock dept supplies, conduct library/video research for reference materials, create presentation pkgs for meetings incl scanning, printing, mounting of concept, storyboard artwork, assist artists w/ clean-up of concept, storyboard artwork. Req BA/BS art/graphic/design/animation, art portfolio/demo reel, know artwork presentation prep, strong traditional drawing skills, know MAC Photoshop, Illustrator, Final Cut Pro, iDVD, MS Office, orgz skills, pref background in graphic art, design, film. https://www.lucasfilm.apply2jobs.com/ProExt/index.cfm?fuseaction=mExternal.showJob&RID=6296


COPY EDITOR/PAGE DESIGNER. The Greeley Tribune, Greeley, CO. Select, write copy, edit all copy for tone, AP style, correct grammar, logical structure, check facts, select, size photos, other artwork, design pages, lay out pages on computer, write headlines, cutlines, other graphic elements, such as quote boxes, edit, post videos, photo galleries, proof fellow copy editors’ pages, make corrections. Req 2 yrs newspaper exp as reporter or editor, 1 yr exp at daily newspaper, understanding of news design fundamentals, know InDesign, demonstrated mastery of Eng, news, feature writing, AP style, excel spelling, grammar, language skills. Job ID: 1077. https://workforcenow.adp.com/jobs/apply/posting.html?client=swiftcom
JUNIOR GRAPHIC DESIGNER, Colorado Mountain News Media, Gypsum, CO. Create ads for special sections, newspaper publications, create editorial layouts for weekly newspapers, special sections, create, update mkgt materials, work w/ design manager, section editor, ad director to develop new or updating existing special sections, prepare, flight check supplied publications provided by commercial customers, send to press, assist design manager w/ ad reports, update calendars for scheduling. Req BA/BS design/el, strong Adobe Creative Suite, InDesign, Photoshop, Illustrator skills, know color theory, composition, typography, excel communication, typing, computer skills. Job ID: 1071. https://workforcenow.adp.com/jobs/apply/posting.html?client=swiftcom

CONSERVATOR, Portland Art Museum, Portland, OR. FT. Examine, analyze, research, document, treat works of art in permanent collection, those on loan to museum, oversee partnerships, collaborations w/ conservators in private practice, regional labs, update, implement best practices for care, preservation of art collections, oversee development, growth of conservation dept at museum, oversee mgmt of internship program, daily operations, participate in condition reporting of traveling exhibits, courier outgoing loans. Req MA/MS from recognized art conservation training program, specialization in work on paper, 3 yrs exp in conservation lab or studio, broad general knowledge of conservation techniques, exposure to all aspects of conservation lab mgmt, grant proposal prep, income mgmt, communication, word processing, spreadsheet skills. https://pancareers.byrell.com/UIViews/Applicant/VirtualStepPositionDetails.aspx?TemplateId=56564&tzid=Eastern%20Standard%20Time

IMAGINATION STATION INTERN, Bellevue Arts Museum, Bellevue, WA. 6-8 hours/week for 4 months. Research, summarize interactive education spaces of other museum, create content that connects a visitor to exhibits, art, craft, design thru hands-on activities, activities focused on exp inside of a space, use of technology, use of sense, write descriptions, visitor direction for each project, coordinate, manage on-site exp. Req interest in museum education, know PC, MAC, MS Office, Adobe, Apple programs, ability to read, research exhibits, pref BA/BS or student pursuing degree in museum education/rel. http://www.bellevuearts.org/resources/jobs_descriptions/Intern-Imagination_Station.pdf


UX DESIGNER, SweetLabs, San Diego, CA. Work w/ product team, define info structure, orgz, labeling for ease-of-use, design wireframes, flows, prototypes, write specs as needed, work w/ designers, engineers to ensure quality of final exp, conduct usability testing, user research, data analysis to make informed decisions. Req passion for user-centered design, exp owning usability for shipped apps on web, mobile, exp of conducting usability testing, user interviews, know all aspects of product development cycle, excel writing, communication skills, pref startup exp. http://jobs.bvp.com/jobdetail.php?jobid=355724

CONCEPT ARTIST/ILLUSTRATOR, ZeniMax Media Inc., Austin, TX. Collaborate w/ art leads to establish visual direction for items to be used by environment/character artists, lead architects, outsource teams to model, texture assets, concept range of environments, character, scenes, assts, paint over top of 3D geometry as needed to define concepts, create high quality compelling illustrations, paintings. Req 3 yrs exp concepting for video games &/or film, strong traditional artistic skills, excel communication, time mgmt skills, pref AAA game exp. http://jobs.zenimax.com/requirements/view/811

LEVEL ARTIST. ZeniMax Media Inc., Austin, TX. Design, build FPS level, maintain it until release, collaborate w/ level designers, environment artists, visual reference research, proposal, geometry, level prototyping, lighting, set dressing, polish, level debugging, memory budget tracking. Req 2 yrs game industry or modding exp, min 1 shipped title in AAA space, sensitivity for architectural spaces, volume in general, lighting, detail distribution, image composition, excel orgz, time mgmt, communication skills, exp w/ game editors, 3D software. http://jobs.zenimax.com/requirements/view/720

TECHNICAL ART INTERN, ZeniMax Media Inc., Austin, TX. Assist w/ production of characters, address character-rel issues. Req love of characters, animation, strong grasp of anatomy, kinematics, understanding of character animation, rigging principles, know Max, Maya, Modo, scripting languages, strong aesthetic sense, communication, problem-solving skills. http://jobs.zenimax.com/requirements/view/816

WEAPONS ARTIST, Arkane Studios, Austin, TX. Create 3D objects, integrate them into game levels, optimize created assets to meet technical reqs. Req 2 yrs exp modeling 3D objects, generate textures w/ specialty in FP weapons, know Maya, Photoshop, other asset creation tools, excel texture creation ability, analytic eye for volumes, shapes, strong communication skills, pref skills w/ hand-painting textures. http://jobs.zenimax.com/requirements/view/814

GRAPHIC DESIGNER/ILLUSTRATOR, Silver Denim LLC, Houston, TX. FT or PT. Req BA/BS fine arts in graphic design program, creative skills, ability to develop prints, electronic media, strong, visual, written communication skills, excel knowledge of photography, animation, layout, use of color, strong computer design skills. http://www.imaginationstation.com/positions/positions.aspx

ASSISTANT PRODUCTION ARTIST, Craftsy, Denver, CO. Prepare, upload photography assets for website, email, mobile, social media, insure images follow naming conventions, follow company visual, technical standards, perform quality checks of images, collaborate w/ photographers to produce brand-right, engaging images, edit digital images w/ Photoshop. Req BA/BS graphic design/visual communications, 1-2 yrs exp in graphic production, Adobe CS5, MAC, communication skills, exp w/ digital image production for consumer oriented company, portfolio. http://www.craftsy.com/careers/

FREELANCE DESIGNER, Razorfish, Austin, TX. Design solutions that meet/exceed project’s stated objectives, contribute to creation of interactive design concepts thru participation in brainstormings, other idea-generating team sessions, design mood boards, storyboards, interactive page layouts, site grids, interface demos, photo retouching, enhancements, animated GIFs, maintain high quality on creative, presentation deliverables. Req BA/BS, 2 yrs design/interactive exp, ability to articulate, present thoughts, creative ideas, multitasking skills, know latest versions of applicable programs, basic understanding of motion design, solid understanding of interactivity, web, passion for design, orgz skills, know MAC OS, Photoshop, Illustrator. Job ID: 2015-17643. http://www.razorfish.com/careers/careerJob-2015-17643.htm

DIGITAL DESIGNER, Greenhouse Partners, Boulder, CO. Take desired user exp, translate it into front-end design that accounts for every user interaction, slice, prepare front end designs for back end developer. Req 3 yrs exp, strong graphic skills, knowledge of, exp in all things digital, understanding of intuitive digital functionality, user interface design, exp w/ all forms of mobile, social, web development, MS Office, Adobe skills. http://www.krop.com/creative-jobs/kp/digital-designer-53cqv4/
STUDIO ART TEACHING ASSISTANT, Idyllwild Arts. Idyllwild, CA. 06/09/15-08/12/15. Assist at 6-week summer program, clean art studios before classes begin, set up chairs, tables, easels, presses, wheels, maintain studios on daily basis incl sweeping, trash removal, assist in prep for bi-weekly student exhibits, weekly gallery openings, orgz dormitory to allow for safe, healthy living. Req HS grad, 3 yrs college w/ visual arts major, exp working in, teaching varied media incl painting/drawing, ceramics, photography, sculpture, batik, jewelry, silk screening, collage, fibers/papermaking, pref formal teaching exp. $250/week, meals/housing. http://www.idyllwildarts.org/uploaded/Jobs/summer/artstsummerpropkt_2015_(1).pdf


PRODUCTION ASSOCIATE. CustomInk, Flower Mound, TX. Help fill custom printed t-shirt orders, operate light eqn incl printers, printing presses, heat presses for decorating t-shirts, apparel products, operate computers, scanners for sequencing, reporting of orders, team member progress, provide quality control by inspecting all goods before/after printing, ensuring each order is completed accurately, maintain pace by knowing targets, pack/ship orders. Req track record of focused, productive work, computer skills, ability to lift 50 lbs, pref exp w/ physical printing. http://www.customink.com/about/jobs/openings

PRODUCTION ARTIST. CustomInk, Reno, NV. Prepare artwork, supporting materials to ensure execution of customer orders, maintain targeted expectations for average number of orders completed per day. Req excel communication, computer, Illustrator skills, eye for detail, ability to proof spelling, grammatical errors, pref exp w/ decoration methods of screen printing/embroidery. http://www.customink.com/about/jobs/openings


DESIGN DIRECTOR. KVOA Communications LLC, Tucson, AZ. PT. Produce high quality still, motion graphics, animations. Req 2 yrs design, layout exp, know Photoshop, Illustrator, After Effects, strong communication, interpersonal skills. No phone calls. http://cordillera.tv/job/kvoa-communications-llc-tucson-arizona-3-p-t-designer/


ART DIRECTOR. Epsilon, San Francisco, CA. Work on range of accounts from Fortune 500 companies to start-ups, extend conceptual ideas into compelling design, mktg solutions that represent client’s brand and addl mktg initiatives, monitor emerging trends in interactive technologies, content mktg, graphic design. Req BA/BS advertising/mktg/communications/liberal arts, 2 yrs graphic design exp working in/ad agency or studio setting, know Adobe Creative Suite, front-end code, UX, strong problem-solving, communication, layout, conceptual development skills. http://careers-application.epsilon.com/jobs/EPSIA002A1051/EPSIA002A/Art-Director-1

SPECIAL EVENTS COORDINATOR. The Museum of Fine Arts, Houston, TX. Work w/ various museum depts in scheduling, planning, executing, billing of routine museum event, coordinate routine, special events for admin, curatorial, education, development, mktg/communications, members depts, coordinate refreshment service of routine museum programs, plan, execute, invoice select external events from initial contact thru proposal, contract preparation. Req excel orgz, communication skills, know MS Office, pref TABC, BA/BS, 3 yrs in hospitality service industry. http://www.mfah.org/site_media/uploads/attachments/2015-06-19/15/116SE_Special_Events_Coordinator.pdf

FACILITY USE INTERN. Crocker Art Museum, Sacramento, CA. 10-15 hours/week. Work on development, facility use in nonprofit museum environment, work w/ variety of staff in development facility use depts, assist w/ events. Req excel problem-solving, orgz, communication skills, word processing, spreadsheet, database system exp, positive attitude, flexible schedule. Unpaid position. http://www.crockerautomuseum.org/employment

ARTS EXPRESSION DIRECTOR. Boys & Girls Club of Laguna Beach, Laguna Beach, CA. Lead, create, innovate, plan, implement, supervise support staff/members, evaluate activities provided w/in arts program areas, promote, build relationships w/ community, school district staff to foster collaboration, teaching methods, creative environment to facilitate youth achievement, develop, implement programs. Req BA/BS, exp w/ children, know youth development, ability to motivate youth, manage behavior problems, orgz, communication skills, knowledge of group dynamics, age-appropriate activities for school-age children, youth. http://www.indieed.com/cmp/Boys-amp-Girls-Club-of-Laguna-Beach/jobs/Arts-Expression-Director-f16f985e95b1a53

CONCEPT ARTIST, High Moon Studios, Carlsbad, CA. Design range of original concepts for characters, creatures, interior, exterior environments, user interface, vehicles, objects in organic, industrial ranges of style, work w/ project leads to develop concept artwork that defines overall look, art style of game, meeting project deadlines, communicate w/ development team using strong interpersonal skills, mentor peers, train concept artists Req excel painting skills, excel understanding of lighting, composition, color, anatomy, exp in developing new concepts at every level, practical art skills, strong conceptual skills incl sketching, illustrating, material rendering, storyboards, passion for video games, Photoshop skills, pref 3 yrs exp, strong environment painting skills, industrial design exp. Req ID: ART000020. http://activation.jibeapply.com/activation/jobs/ART000020?src=JB-10260

DESIGNER, CBS Interactive, San Francisco, CA. Create fully responsive, optimized advertising executions across all devices, learn, experiment w/ emerging technologies, conceptualize creative, solve, visual problems, translate design to CSS styles, adapt designs into functional exps on all platforms. Req BA/BFA graphic design, 2 yrs exp incl web/mobile design/html/CSS, excel Adobe Suite skills, Flash exp, exp in html, know JavaScript, exp working w/ ad agencies, technology vendors. Ref #22306. http://cbscorporation.jobs/san-francisco-ca/designer/15BA9B169D354EF7B8E04C4774FC9D3/jobs/

CATEGORICAL PRODUCTION COORDINATOR. Williams-Sonoma, Inc., San Francisco, CA. Coordinate all phases of film review process, download images, make selections from contact sheet, maintain spreadsheet of tracking, schedules, prepare presentation boards, update film binders for presentation meetings, build spreads, collaborate w/ designers to deliver creative solutions. Req BA/BS, 3 yrs digital production exp, strong project mgmt, orgz, communication skills, know layout, typography, composition, design fundamentals, InDesign, Illustrator, Acrobat, Photoshop, pref know Excel, Word.  
[http://careers.williams-sonomainsc.com/jobs/San-Francisco-Catalog-Production-Cordinator-Pottery-Barn-CA-94111/270177300/?feedId=44400]

CONCEPT ARTIST/ILLUSTRATOR. Bezark, Los Angeles, CA. Work on B&W thumbnails to start. Req 3 yrs exp, pref environmental, theme park, game exp.  
[http://www.indeed.com/cmp/Bezark/jobs/Concept-Artist-fd1b356bb043530b]

FREELANCE STUDIO ARTIST. Saatchi & Saatchi, Torrance, CA. Work w/ art directors, designers to finesse print, web layouts, build digital mechanicals to specs, resize for multiple variations in size, format, maintain established style, plan, schedule own projects, manage projects from single ads or banners for print, web, mobile devices, photo retouching for print, interactive use. Req strong digital, traditional, InDesign, Photoshop, Illustrator, communication skills, exp design for web, exp w/ PowerPoint, Keynote, html, CSS, familiarity w/ front end development. 
[http://saatchila.theresumator.com/apply/job_2015120175630_FIXFYWBTDKSAVLC/Freelance-Studio-Artist]

LIGHTING ARTIST. High Moon Studios, Carlsbad, CA. Create visually compelling, creative artwork for high-profile title, create lighting for all aspects of game, create real-time lighting via proprietary software, manage lighting performance, frame rate via optimization tools, solve technical issues that arise w/ new tools, game performance. Req 2 yrs lighting exp on console hardware, expertise in use of composition, color, excel communication skills, pref exp w/ scripting/programming languages, exp w/ HDRI lighting, know photography principals, image correction techniques.  
[http://activation.jibeapply.com/activation/jobs/ART0000Z1?src=JB-10260]

ENVIRONMENT ART INTERN. Activision, Woodland Hills, CA. 3-6 month position. Build, texture environments, use Maya &/or 3D Studio Max, model, texture map, understanding normal map creation, shading, lighting techniques for real-time 3D characters, environments, props. Req ability to use 3D pkgs incl Maya, 3D Studio Max to create high quality 3D art assets that fulfill reqs of game’s functional, art, technical specs, understanding reqs, constraints of game design, engine, platform, strong interest in/general knowledge of video games. Req ID: ART0000YF.  

VFX ARTIST. Beachhead Studio, Santa Monica, CA. Create real time particle systems for game environment, scripted moments, work w/ art leads, engineering, design, production to bring level to life on current, next generation hardware, recreate natural phenomena incl fire, smoke, explosions, dust, water, weather systems, create particle effects for destruction of buildings, vehicles, natural environments, work w/ depts to bring art direction, game design to life, create real-time particle systems using Unity 3D effects software. Req BA/BS or certificate in animation/film/rel, demo reel or website showing previous particle VFX work, 2 yrs AAA game exp as VFX, strong understanding of particle motion, scale, excel animation creation. Photoshop skills. Req ID: ART0000YK.  

JUNIOR PRODUCTION SERVICES GENERALIST. Activision, Santa Monica, CA. Provide technical, logistical support for various production tasks incl events, game demos, gameplay video capture, screenshots, ratings, submissions, invoice, PO processing, legal clearances, hardware, assist w/ production, versioning, formatting, archiving of videos, assist w/ set up, capturing of screenshots, capture gameplay for editorial, mkgt, internal videos. Req technical understanding of games, game hardware, networking, security, strong communication, relationship-building, problem-solving skills, pref AV, IT, video game industry exp. Req ID: PRO0001A5.  

LIGHTING ARTIST. Treyarch, Santa Monica, CA. Temporary position. Create game-play, IGC lighting based on direction from art director, lighting lead, anticipate, identify, report any potential production problems, communicate those to lead, maintain efficient orgz structure for all lighting assets, stay current w/ industry lighting techniques. Req exp lighting environments, characters w/ understanding of game play implications, understanding of lighting fundamentals, now color theory, strong sense of light, shadow, composition, ability to enhance mood by lighting. Photoshop exp, know industry standard rendering concepts, processes, excel communication, collaborative skills. Req ID: ART0000YO.  

SEASONAL MERCHANDISING ASSOCIATE. Mattel, Scottsdale, AZ. Assist visual merchandising manager in execution of display window changes, merchandise changes, planogram displays, create dynamic displays using dolls, complementary product, maintain overall visual, merchandising standards of store, develop, maintain positive, cooperative relationships w/ staff, mgmt, corporate partners. Req 1-2 yrs exp in retail merchandising, retail/rel, manual skills in doll styling, straight blade cutting, pref BA/BS. Req #150580.  
[www.mattel.com/careers]

WEB DESIGNER/DEVELOPER. Hobbie Cat Company, Oceanside, CA. Lead design efforts, develop new ideas for presenting company’s history, community, products to audience, take design projects from concept to complete html/CSS code. Req excel Photoshop, Illustrator, design software skills, know dynamic template languages, pref html, CSS skills, know dynamic template languages.  
[https://authenticjobs.com/jobs/24601/web-designer-developer]

MULTI-REGIONAL/INTERNATIONAL/FREELANCE

OPEN CALL FOR ARTISTS. Mahlstedt Gallery, freelance. Submit portfolios for gallery representation. Open to artists worldwide at all stages in art careers.  
[https://www.nyfa.org/Classifieds/Opportunity/d90f-4ca1-8179-aee5b3b76c1_Submission ddl 08/31/15]

CREATIVE DESIGNER, MIDDLE EAST. Criteo, Paris, France. Design, deliver high performance advertising banners, hold design requests list, manage deadlines commitments, deliver operational work, share exps, performance analysis, best practices w/in creative teams. Req design, user interface knowledge, understand client mkgt plan, brief, know Flash, html, CSS, Photoshop, Illustrator, fluent spoken/written Eng + Arabic or Turkish.  
CALL FOR ENTRIES, Black Box Gallery, freelance. Seeking entries for exhibit of black/white photography, 07/01/15-07/20/15 in Portland, OR. Gallery will provide free printing, free matting, free framing for all exhibitions. Prints may be for sale or for exhibition/promotion only. $35 entry fee for up to 5 photos. http://blackboxgallery.com/Focus-Grayscale-CFE.html Submission ddl 06/08/15.

CALL FOR ARTISTS, Jonathan Ferrara Gallery, freelance. Seeking artists for exhibit of contemp art, 09/01/15-09/26/15 in New Orleans. Exhibit was created to give a voice to emerging artists. $35 entry fee. www.jonathanferraragallery.com/artwork-submission Submission ddl 06/15/15.

CALL FOR ART, Slow Art, freelance. Seeking all media, techniques, styles from realist to surreal, visionary for exhibit open to all interpretations of the concept, Strange Figurations. Exhibit 09/10/15-10/03/15 at Limner Gallery in Hudson, NY. $35 entry fee for 1-4 artworks. http://www.slowart.com/prospectus/strange.htm Submission ddl 06/30/15.


JUNIOR DESIGNER, Code and Theory, London, United Kingdom. Understand, extend visual language for interactive systems that hold up to development process, contribute to creation of design solutions, work w/ creative teams, create visual designs w/ strong typography, iconography, strong, unique branding, construct clean, orgzed creative deliverables. Req 1 yr interactive design exp, some formal design training, strong portfolio w/ engaging diverse designs, understanding of interactive design, interactivity, web, orgz, communication skills, know Adobe Creative Suite. http://www.codeandtheory.com/about-us/junior-designer

SENIOR SPECIALIST, INTERACTIVE, Target, Bangalore, India. Develop innovative campaigns that increase brand awareness, solidify guest loyalty, drive sales, design, develop, implement client-side interactive exps by using Flash, Javascript, html, xml, CSS, JSP, research, make opptys to learn new interactive development, production technologies. Req BA/BS computer science, 1 yr interactive development exp, exp coding in html, jqhtml, xml/xslt, CSS, ActionScript, JavaScript, exp w/ MAC, PC platforms, Flash, Photoshop, Dreamweaver, Photoshop. Job #MAR0000FQ. http://jobs.target.com/in/india/marketing-communications-and-public-relations/sr-specialist-interactive/photoshop-creative-graphic-designer-jobs

Good Luck!!

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