

## African American Cultural Center Student Gallerist

**Position:** African American Cultural Center Student Gallerist

**Hours:** Range from Monday - Friday 9am - 5pm with some nights and weekends.

**Recruitment:** All students are encouraged to apply. Students with work study or who anticipate work study are encouraged to apply and note such in their application materials.

**Applications:** To apply, please complete the [AACC Student Staff Application Form](#)

**Compensation:** Payment is \$10 per hour. Increases \$0.50 for every year following.

The NC State University African American Cultural Center is a part of the Office for Institutional Equity and Diversity (OIED) and located in Witherspoon Student Center (2nd and 3rd floors). The African American Cultural Center directly serves all students at NC State while also serving as a resource, connection, and partner for faculty and staff at the institution. We take an intersectional approach to serving the campus community. Our practices are social constructivist in nature and rooted in social justice education and trauma-informed care.

The AACC is in an exciting transformative growth space and a hub for Black and Afro-Diasporic experiences at the university. We are looking for someone who would like to build alongside us.

Our student staff is a vital part of the African American Cultural Center team. Our student leaders support the office as a whole, including the provision of customer service, administrative support, and logistical work that furthers the mission of the African American Cultural Center. The Student Gallerist Intern will work alongside the Director to curate and full gallery exhibits. They serve as the main point of contact and administrator for local artists and create gallery exhibitions that expose NC State students, staff, faculty and the local community to Black arts. The Student Gallerist for the African American Cultural Center (AACC) is responsible for outreach to campus and RDU community artists to schedule art exhibitions at NC State. The Student Gallerist will work to communicate the offerings of the AACC Gallery, work to understand artists' needs, and collaboratively build art exhibitions connected to the Black / African diaspora. This work includes working with the AACC Library and NCSU Library system. It also includes managing gallery installations, artistic styling of exhibitions, and guiding lighting operations. The Student Gallerist will also have the opportunity to co-curate exhibitions and will have the opportunity to build a unique portfolio.

This position is intended to provide students with hands-on experience and professional development opportunities that will be useful to them in a wide variety of fields post-graduation including the ability to plan outcome-based programs, coordinate events, engage in critical discourse, hone scholarly writing, and facilitate small and large group dialogue. Students who have an expressed interest working in the African American Cultural Center's library should note this in their application.

## **African American Cultural Center Student Gallerist**

### **Major Responsibilities**

- Coordinating and scheduling gallery exhibits
- Curating the artistic design of gallery exhibits
- Working collaboratively and communicating with campus partners who are showcasing in the gallery
- Facilitating gallery tours, classroom visits, and requested talks
- Compiling assessment of gallery exhibits to discern their impact on the campus community
- Working with OIED Communications to develop marketing materials for gallery exhibits including title wall designs, gallery brochures, and art cards.

### **Qualifications**

- Must be committed to the work of the African American Cultural Center and display a willingness to serve as an enthusiastic representative of the AACC.
- Demonstration of consistency and dependability.
- Ability to maintain confidentiality.
- Strong interpersonal skills and the ability to work collaboratively with diverse students, staff, faculty, and community members.
- Ability to effectively manage time and multiple projects.
- Available occasional nights and weekends.
- Ability to fulfill work responsibilities in accordance with expectations.
- Preferred: Knowledge of Microsoft programs, Google Drive, and have social media familiarity/usage.

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### **Conditions of Employment & Mandatory Dates**

- Priority placement for work-study students; please check with the Financial Aid Office to confirm eligibility.
- Provide two references who can speak to qualifications as written above.
- Available to work 6-10 hours per week in shifts at least 3 hours long. Strongly prefer academic year-long employees.
- Must maintain a 2.5 GPA.
- Payment is \$10 per hour. Increases \$0.50 for every year following.
- Serve as a support to fellow Student Programming Interns.
  - Contribute to planning and execution of a yearly student employee retreat
  - Co-lead a professional development discussion by sharing an article and leading a discussion.
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### **Mandatory Programs**

- Students will be asked to sign up for and/or assigned tasks/roles at AACC signature programs and events. Dates and times will be made available prior to the event either at the beginning of the semester or at the beginning of each month. Academic courses take priority over these programs. These will be paid time if you have an assigned role/task at that event. It is expected students will be available to work the signature programs of the AACC including Harambee!, Kwanzaa, MLK Week, Black History Month, Ebony Harlem, and the Black Research Symposia. A calendar will be shared at the beginning of the academic year. Conflicts can be discussed with supervisor.

### **Terms of Position**

2023-2024 Academic Year, M-F, 6-10 hours per week, with occasional weekend and evening hours, depending on program activities and center needs.

### **Application Procedure**

Review of applications will begin immediately and will continue until the position is filled.