The Baltimore Museum of Art (BMA) seeks an experienced Exhibitions Preparator. This full-time, exempt position reports to the Installation Manager in the Exhibitions and Program Alignment Department.

**RESPONSIBILITIES**
Responsibilities include but are not limited to:

- Museum-quality art handling related to installation and de-installation of temporary and permanent exhibitions. Utilize established, safe techniques for installation/de-installation of art objects including painting, sculpture, large scale installation, works on paper, time-based media and artifacts.
- Regular maintenance of temporary and permanent exhibits.
- Exhibit fabrication of gallery furniture, casework and special mounts; demonstrating creativity, aesthetic sensibility, ingenuity and problem solving.
- Preparation of exhibition spaces including construction/removal of temporary walls, wall patching, painting, installation of trim work and finishes. Responsible for the installation, removal, storage, and salvage of exhibit furniture, fixtures, and casework.
- Regular maintenance of temporary and permanent exhibits.
- Consulting with Conservation, Registration, Design and Curatorial departments as needed to ensure the use of approved materials, procedures, aesthetics, and institutional/artistic guidance in the handling and installation of art objects.
- Regular maintenance and upkeep of assigned shop area and tools.
- Maintains a safe, healthy work environment.

**QUALIFICATIONS**

- High School diploma or GED
- 3-5 years museum art handling experience
- 3-5 years woodworking experience (cabinetry and finish level carpentry experience preferred)
- Good manual dexterity and extensive knowledge of art media to facilitate appropriate handling procedures
- Working knowledge of architectural and design plans with a firm understanding of construction techniques
- Working knowledge of gallery lighting and A/V equipment
- Must be a flexible, team-oriented individual who works well in groups or on individual projects. Able to lead installation crew for assigned projects
- Extensive knowledge of art media to facilitate appropriate handling procedures
- Ability to climb and work on ladders for extended periods of time, to reach works of art above shoulder level, to lift heavy objects (up to 50 lbs.) and to stand or walk for the bulk of the workday.
- Ability to work on platform lifts

**BENEFITS**
The BMA is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. We are committed to building a culturally diverse staff and strongly encourage all qualified professionals to apply.

We offer a competitive salary and a generous benefits package. For this exempt position we offer medical, dental, vision, prescription, 403b retirement plan, long term disability, flexible spending account, flexible and condensed scheduling, museum and restaurant discounts, and reduced fee gym membership. We also offer accrued vacation, holidays, personal days, floating holidays, and sick days.
**APPLY**

Please send a cover letter and resume to HR@artbma.org with “Exhibitions Preparator” and your first and last name in the subject line.

Incomplete application materials will not be considered.

No phone calls please.