



Position Announcement
Lead Preparator

The Renaissance Society seeks artists and individuals interested in working at a contemporary art museum, particularly those seeking hands-on experience in the production of world class exhibitions which are often new commissions by living artists. Members of ‘the Ren’ Crew are central to the success of the exhibitions program and installation process, and each member gains deep practical experience under the supervision of the Exhibition Manager, often working directly with artists and artistic collaborators. Each exhibition is unique, and the Ren’s objective is to enable and materialized each artist’s vision, no matter how ambitious.

General Summary

Under the supervision of the Exhibition Manager, the Lead Preparator will assist supervising crew in handling, packing, and installing art, as well as and the building and fabrication of custom infrastructure, including temporary walls and pedestals; the Lead Preparator also helps manage crew projects also related to the implementation of audio and visual components when applicable.

Schedule

Crew participates in the production of 4 major exhibitions each year. Crew members’ schedules are dependent on the exhibition season and can vary depending the scope of work required by each exhibition. Shifts may range from half or full day, to several hours. In general, installation and de-installation periods run 1-3 weeks prior to an exhibition’s opening date and 1 week after an exhibition closes. All efforts are made to communicate schedules at least one month prior to an exhibition’s installation period.



Responsibilities

Under the supervision of the Exhibition Manager, the Lead Preparator helps manage and participate in:

- Supervision of crew projects during installation, including offering direct support to exhibition technicians and preparators when necessary
- Moving building materials in and out of the gallery and building
- Cleaning, prepping exhibition space
- Construction and painting
- Demolition of installations (including walls)
- Art handling
- Fabrication of pedestals, exhibition furniture, crates

Qualifications

- Power tool literacy
- Painting experience
- Construction experience
- At least 5 years of art handling experience

Pay Rate

The hourly wage for Lead Preparators begins at \$30

Apply

We are accepting applications on a rolling basis. If interested, please send a letter of interest and resumé to Pierre Sondejker, Exhibitions Manager psondejker@renaissancesociety.org

About the Renaissance Society

The Renaissance Society at the University of Chicago presents contemporary art exhibitions, events and publications. Founded in 1915 by a group of faculty members, we are an independent, non-collecting museum that combines a flexible, experimental ethos with focused, rigorous inquiry. We aim to create the best possible conditions for art and artists, and the commitment to supporting ambitious artistic expression frequently takes the form of newly commissioned exhibitions.