

The Stearns History Museum is a nationally accredited history Museum in St. Cloud, Minnesota. It is the only accredited museum outside of the Twin Cities. The Museum has an opening for a Curator of Exhibits/Collection. The Curator will serve on exhibit team to develop exhibitions that explore the history of Stearns County, write regular articles for *Crossings* (Museum's bi-monthly publication) and social media. The Curator is also charged with maintaining, acquiring, cataloging, and storing new three-dimensional objects in the Museum's three-dimensional collections.

- Participates on Exhibition team. Tasks may include research, writing labels and installation.
 - Develop with Exhibition team a roster of exhibitions that engage existing and target audiences.
 - Develop with COO, an annual curatorial budget, fundraising goals for development team, and multi-year exhibition calendar within the parameters of the strategic plan and interpretive plan.
 - Partner with exhibitions team in preparation of exhibition installation schedule and design.
 - Build partnerships that enhance community engagement in exhibition and collections.
 - Participates in all aspects of collection care—acquisitions, record keeping, storage, conservation, loans, and deaccessioning.
 - Implements museum collection management policies and procedures pertaining to acquisitions, access, deaccession and disposal, incoming and outgoing loans, collections use, and conservation.
 - Responds to requests for information pertaining to the collections.
 - Writes regularly for the Museum publication *Crossings* and social media.
 - Keeps abreast of current developments in the museum field.
 - Provides teaching services in cooperation with other staff and acts as advisor to interns. Facilitates training of interns and curatorial volunteers, and coordinates their tasks as needed.
 - Assists planning membership events, general public programs, and fundraising activities.
 - Learns and maintains the skills required to be proficient in the software programs required, including the collections management system, and Microsoft Office.
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- BA in History, Museum Studies, or related field.
 - Two-years experience in libraries, museums, or a history related field.
 - Proven ability and interest in working in both a team environment as well as individually.
 - Ability to multi-task and manage multiple projects of varying priorities simultaneously.
 - Excellent written and verbal communication skills.

Job Type: Full-time

Reports to COO

Deadline: March 22

Send Resume to Ann Meline: ameline@stearns-museum.org or Stearns History Museum, 235 33rd Av S., St. Cloud, MN 56301.