

## POSITION DESCRIPTION FOR DESIGN AND BUILD ARTIST FELLOW

To apply, interested candidates who meet the below requirements should email a cover letter, resume/cv, portfolio of creative projects, and contact information for at least two professional references to [designandbuild@moaonline.org](mailto:designandbuild@moaonline.org) with the subject line "Fellow". The position will be open until filled.

### **Agency Mission:**

The Museum of Outdoor Arts ("MOA") is committed to providing the community with direct access to innovative, quality arts experiences. We achieve our mission of "making art a part of everyday life" through education and the dynamic collaboration of individual artists, schools, private organizations, and public sector groups.

### **Program Description and Mission:**

Design and Build is the primary arts education program of the Museum of Outdoor Arts. Since 1991, the Design and Build program has provided an opportunity for emerging artists, students and creative minds to express their creativity in collaborative art, architecture and design projects. Since the inception of the program thousands of students throughout Colorado have collaborated on innumerable projects. The mission of Design and Build is to motivate invention through collaborative creativity.

The program generates temporary public art, exhibitions, installations and design concepts and offers lessons in collaborative teamwork, problem-solving and aesthetic and technical considerations. From concept to installation, students must consider all elements of the public art process, including environmental concern, safety, budgeting, project design, proposal writing, maquette making, construction, installation and removal. When installed, Design and Build artworks enliven the everyday life of the community.

### **General description of position:**

The Museum of Outdoor Arts' Design and Build Fellow is responsible for leading our [Design and Build summer internship](#) participants through a set of collaborative art making projects. These projects provide lessons in working with new materials and techniques and inform participants in the public art process. In addition, the fellow should expect to work on a capstone project, which may include the creation of a temporary site-specific art installation or media project.

Ideal candidates for this position will have had some experience teaching and/or mentoring student artists and be able to lead a group toward design consensus. The Fellow works in tandem with our Resource Artist to plan, organize and execute collaborative art projects that are suitable for temporary outdoor installation. The Fellow should have experience working with a wide array of materials and methods and be extremely comfortable in a studio setting. **The Fellow must have full time availability from June 2 through August 2, 2025.** General work hours are Monday – Friday, 9am – 5pm. Some additional time outside of these hours may be required. Additional hours are expected in the program planning and internship onboarding process (approximately 80 hours February - May).

This position reports directly to MOA's Director of Programs and Communications.

Compensation is \$30/hour and is not expected to exceed 400 hours. The fellow will be an MOA employee for worker's compensation and liability insurance purposes for the duration of their contract. The fellow will not be eligible for additional employment benefits.

### **Major duties and responsibilities:**

- Serve as MOA's 2025 Design and Build Artist Fellow and facilitate the Summer 2025 Design and Build Internship Program.
- Assist MOA Executive Director and Director of Programs with elements of planning the internship and capstone commission projects.
- Oversee the collaborative design, build, and installation of internship projects from concept development and production to installation.
- Work in tandem with resource artist to ensure a safe work environment.
- Procure materials and / or equipment rental required for projects.
- Assist with promotion of internship through networking channels, participate in interview and selection process of Design and Build Summer 2025 Interns.

### **Minimum Requirements:**

- The ability to commit to full time availability from June 2 through August 2, 2025 (General work hours are Monday – Friday, 9am – 5pm. Some additional time outside of these hours may be required). In addition, approximately 80 hours of preparation work between February and May will be necessary. This includes planning meetings, commission design work, recruiting interviews, and studio setup.
- Bachelor's degree in studio art, fine art, industrial design, education, or a related field, or a minimum of 5 years of experience in the field. 2+ years of experience in a mentorship / teaching role.
- Excellent communication and interpersonal skills, with the ability to build relationships and address work-place conflicts in a constructive way.
- Possess excellent time management skills and be extremely well organized with the ability to problem solve.
- A valid driver's license and transportation with the ability to transport art materials.
- Ability to lift a minimum of 50 pounds.
- Must be at least 21 years old.

### **Ideal Candidates Should Possess:**

- Experience with wood and metal shop tools and materials.
- A good understanding of best practices in fabrication and art studio safety.
- Leadership, Conflict resolution, and problem solving skills.
- Arts education experience is desirable, but not required.
- The ability to be flexible and adapt to project needs.
- Budget creation and tracking experience.
- Digital design experience (Rhino, AutoCAD, Sketchup, Adobe Creative Cloud etc).
- Knowledge of 3D printing, laser cutting and other new media methods.
- Experience with the public art process.



The Museum of Outdoor Arts is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, age, veteran, or disability status. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Candidates must be authorized to work in the U.S.