

Queens Museum  
New York City Building  
Flushing Meadows Corona Park  
Queens, NY 11368

**Position Title:** In Situ Artist Fellowship  
**Work Location:** Onsite at the Queens Museum  
(Corona, NY)

**Position Classification:** Full-time, benefits-eligible,  
temporary (two-year appointment)  
Non-Exempt (hourly)

## About the Queens Museum

The Queens Museum is dedicated to presenting the highest quality visual arts and educational programming for people in the New York metropolitan area, and particularly for the residents of Queens, a uniquely diverse, ethnic, cultural, and international community.

The Museum fulfills its mission by designing and providing art exhibitions, public programs, and educational experiences that promote the appreciation and enjoyment of art, support the creative efforts of artists, and enhance the quality of life through interpreting, collecting, and exhibiting art, architecture, and design.

## Position Overview

The Queens Museum (QM) seeks 3 (three) outstanding artists for the position of In Situ Artist Fellowship. The artists will receive rent free studio space at the Museum space and will work as key staff members of the QM team. They will develop their practice in collaboration with QM curators, educators, community organizers, and Queens constituencies. They will receive additional production support during the second year of the residency to present an exhibition in the QM galleries.

## Compensation and Benefits

\$45,000 annualized salary per year (\$23.08 per hour)

This is a full-time benefits eligible position to participate in the following benefits:

- Paid Time Off including Vacation, Sick Leave, and Personal Days
- 12 Paid Holidays per year
- Medical, Dental, Vision Benefits
- Retirement Benefits (401K savings plan, Pension plan, and Life Insurance policy)
- Free affiliate admission most American Museums

## Responsibilities

- Be present at the Museum at least 3 weekdays per week

- Artists will have access to their studios and workshops seven days p/w 8 am-11:30pm daily, pending building closures for holidays and observances
- Work closely with the Queens Museum team to develop innovative approaches to community engagement and public practice
- Each fellow will develop an ambitious solo exhibition in collaboration with QM staff and based on research priorities and their work with QM communities
- They will present this exhibition of their work during the final year of the fellowship

This list represents the essential functions of the role, this list does not constitute an exhaustive list of job functions

## Requirements

- Artists must reside in NYC during and until the end of the fellowship. Queens-based and connected artists are encouraged to apply.
- A strong record of artistic practice and experience with exhibiting in galleries, museums, community and public settings
- Artists should demonstrate a commitment to social and public practice
- Must apply as an individual artist, collectives are not eligible
- Artists may not be enrolled in a degree-seeking program, either part-time or full-time, at an institution of higher learning at the time of the application deadline and during the fellowship years
- Must be able to provide documentary evidence of eligibility for employment in the United States

## Competencies

- Commitment to values of inclusion, diversity, equity and accessibility  
This includes the Museum's core values and priorities in relation to social, racial, environmental, disability, language and climate justice, as well as critical pedagogy
- Strong cultural competencies and sensitivities, consciousness of cultural identities and difference, committed to intersectional thinking and practice
- Familiarity with social practice, facilitation, and/or community organizing
- A self-starter who is keen to support on programs with accountability and care for both the capacities of QM staff and the communities we collectively serve
- Demonstrates investment in buttressing communities and can carry through long-term education, public and community programs
- Commitment to participating in the Queens Museum community of staff and artists and creating a nurturing environment for learning

## Desirable

- We encourage applications from artists who have language skills in addition to English including but not limited to ASL, Spanish, Mandarin, Cantonese, Arabic

### [How to Apply](#)

[CLICK HERE TO APPLY THROUGH SUBMITTABLE](#)

### [Selection Process and Onboarding:](#)

- A jury of QM staff across departments (Exhibitions & Programs, Education, and Communications) will review and shortlist applications based on the strength of their work samples, past experience, and expressed interest/commitment to one of the programmatic and research areas listed above
- Shortlisted candidates will join a short Zoom interview with a small group of QM staff
- Finalists will attend a second in-person interview at QM
- Selected artists will be invited to move into their studios in late October 2022, with an orientation and the anticipated start of work date to follow in early November 2022
- Once selected, participating artists and producers will work with staff members to identify ways to connect their work, interests, and expertise across the museum

Please note: only candidates selected for interviews will be contacted.

### [EEOC Statement](#)

The Queens Museum is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, creed, color, religion, alienage or national origin, ancestry, citizenship status, age, disability or handicap, sex, familial status, marital status, military status, sexual orientation, genetic information, HIV status, arrest record, gender identity, gender expression, transgender status, genetic information, domestic violence victim status, or any other characteristic protected by applicable federal, state or local laws. Our management team is dedicated to this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities and general treatment during employment. Our commitment to equal opportunity employment applies to all persons involved in our operations and prohibits unlawful discrimination by any employee, including supervisors and co-workers.

### [COVID-19 Vaccination Mandate](#)

The highest priority of the Queens Museum is safeguarding the health and safety of its employees and communities. It is therefore the policy of the QM to require employees to provide proof of COVID-19 vaccination as a measure of public safety. As such, proof of COVID-19 vaccination is a condition of employment of the Queens Museum under New York City ordinance. This job offer is conditional upon proof of COVID-19 vaccination, which is to be submitted to Human Resources prior to the start of work date stated on this letter. Requests for reasonable accommodations for persons who cannot show proof of vaccination because of a disability, pregnancy, religious belief, status as a victim of domestic violence, stalking, or sex offenses or for medical, or other covered reasons will be considered in accordance with all applicable laws.

