

**Museum Vision and Mission:**

MOHAI is treasured locally and respected nationally as a vibrant resource where history inspires us to build a better future. To serve our region, we bridge the past, present, and future by collecting, preserving, and sharing stories through compelling, innovative exhibits and community engagement.

Position Title: Exhibits Designer

Reports to: Curator of Exhibits & Engagement

Location: MOHAI, at Lake Union Park's historic Armory building

Classification: Non-exempt, Full-time, Hourly

Schedule: Monday-Friday, evenings and weekends as needed

Rate of Pay: \$32-\$38 per hour

Benefits: Medical, dental, vision, and life insurance; holiday, vacation, and sick pay; 403(b) plan

Position Description:

The Exhibits Designer works with team members in the execution of the museum's schedule of exhibitions, creates the overall look of an exhibit, devises a detailed plan for the gallery experience, and turns ideas into engaging museum experiences. This person is responsible for moving exhibit production forward and actively participates in exhibit installs/de-installs. The Exhibits Designer is a member of the Interpretive Services department.

Key Responsibilities:

- Create original graphics and experiences and manage exhibit graphic production, working collaboratively with the Exhibits team to produce 2D and 3D exhibit designs.
- Ensure that all interactions are culturally responsive, respectful, and based on a foundation of MOHAI's commitment to inclusion, diversity, equity, and accessibility.
- Responsible for the creation and production of exhibit signage. This includes creating the look and feel of exhibit visuals in cooperation with team members, formatting content into graphic panels, animations, and video, and working with external talent and vendors to produce visual content. They will help organize and format the information for use by other designers and developers or distribute this work as needed. Design gallery layouts, Produce gallery layouts, elevations, and mock-ups; design case plans, text panels, and interactives; and carry out and/or manage the production of such with in-house staff and/or outside vendors.
- Work collaboratively with curators, developers, and the Exhibits team to create interpretive strategies and exhibition layouts that are respective of curatorial premise and museum best practices for the care of collections and audience engagement. This includes identifying exhibition furniture, display options, artifact security, and equipment needs.
- Responsible for moving exhibit production forward according to a schedule. Actively participate in exhibit installations, including preparation of the space, display of content, and some supervision of contracted crew members. Participation in de-installation of exhibits.
- Develop techniques to communicate exhibit topics including interactive exhibits.
- Support other team members with specific tasks during the exhibit development process. This may include research, writing, and working with vendors and external curators as needed.
- Organize exhibit content for review, sharing with coworkers and for archival purposes.
- Opportunity to serve on IDEA (Inclusion, Diversity, Equity and Accessibility) Committees.
- Perform other duties as assigned.

Qualifications:

- 3-5 years of exhibit and graphic design experience, preferably in a museum environment or other entity centered on visitor experience.
- Bachelor's degree or any equivalent combination of experience and/or education from which comparable knowledge, skills, and abilities have been achieved. Master's degree in design, education, history, museology, or related degree preferred.
- Creativity and artistic vision. Ability to translate ideas into visually compelling displays.
- Strong competency with 3D design software SketchUp and MS Office suite.
- Fluency in Adobe Creative Cloud: Photoshop, Illustrator, InDesign, Acrobat, Premiere, After Effects.
- Strong computer skills and proficiency with macOS platform. PC platform experience a plus.
- A good grasp and practice of UX design as well as schematic design, interactive displays, and immersive, interactive experiences.
- Ability to demonstrate sound design principles, aesthetics, and attention to detail.
- Knowledge of exhibitry and graphic production and fabrication methods. Knowledge of and ability to implement universal design principles in creating accessible, inclusive designs.
- Knowledge of construction methods. Understanding of lighting, color, and other design elements.
- Experience in demonstrating museum best practices with collections care while meeting audience priorities.
- Excellent organizational skills, with an ability to prioritize and successfully manage competing deadlines with little direct supervision. Skilled at trouble-shooting and problem-solving.
- Strong verbal and written communication skills, with an aptitude for communicating design ideas clearly. Excellent interpersonal skills, working in a collaborative workplace environment.
- Experience using basic workshop tools and able to do light construction, painting, and fabrication of exhibitry and graphics.
- Ability to lift and move heavy objects up to 50 pounds, walk in excess of 3 miles per day, and safely work from lifts, ladders, and platforms.
- Willingness to work some nights and weekends as required.
- Bilingual and multilingual skills valued.
- Enthusiasm for MOHAI's exhibits, programs, and mission.

Find yourself checking many of these boxes but doubting whether you should apply? If you meet some of the requirements and you share MOHAI's values and support our mission, we encourage you to apply. As part of our ongoing commitment to a diverse, equitable, and inclusive workplace, we're invested in building teams with a wide variety of backgrounds, identities, and experiences.

Museum Overview:

For 70 years, MOHAI has been dedicated to enriching lives by preserving, sharing, and teaching the diverse history of Seattle, the Puget Sound region, and the nation. With a collection of 6.5 million artifacts, photographs, oral histories and archival items, and an expansive schedule of exhibits and programs, MOHAI is the region's premier history center. MOHAI operates a dramatic and award-winning museum in Seattle's vibrant South Lake Union neighborhood and a resource center in Seattle's Georgetown neighborhood. MOHAI also hosts the Bezos Center for Innovation, focusing on the history and future of innovation in the Puget Sound region. MOHAI is accredited by the American Alliance of Museums, is an affiliate of the Smithsonian Institution, and has been selected by *USA Today* as one of the Top Ten History Museums in the nation. For more information, please visit mohai.org.

To Apply:

Please e-mail letter of interest and resume to Human.Resources@mohai.org. No phone calls, please.

MOHAI is a 501(c)(3) organization and an Equal Opportunity Employer. We are committed to building a team and an organizational culture that fosters inclusion, diversity, equity, and accessibility. We encourage candidates of color to apply.