

Exhibit Designer - HS60083409 - HYBRID

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locations

Wake County, NC

time type

Full time

posted on

Posted Today

time left to apply

End Date: October 1, 2026 (13 days left to apply)

job requisition id

JR-124225

Agency

Dept of Natural and Cultural Resources

Division

Historic Sites

Job Classification Title

Museum Curator II (NS)

Position Number

60083409

Grade

NC07

About Us

The North Carolina Department of Natural and Cultural Resources (DNCR) enriches people's lives through education and stewardship of North Carolina's natural and cultural resources. DNCR manages over 100 locations across the state, including historic sites, museums, state parks, trails, aquariums, the North Carolina Zoo, the Library of North Carolina, the State Archives, the North Carolina Arts Council, the African American Heritage Commission, the American Indian Heritage Commission, the State Historic Preservation Office, the Office of State Archaeology, the Highway Historical Markers program, the North Carolina Land and Water Fund, and the Natural Heritage Program. These programs and places unite North Carolinians, create a shared identity, and provide common ground. For more information, please visit www.dncr.nc.gov. We encourage you to apply to become a part of our team.

Description of Work

The Exhibit Designer is responsible for administrative, supervisory, and technical work involved in the design, fabrication, production, and maintenance of gallery, wayside, and directional exhibits across 27 state historic sites.

Serving as the lead designer for all in house projects, this position directs exhibit development, manages fabrication and installation, and oversees all online digital engagement initiatives for the Division. The role participates in all exhibit planning teams, consulting with Historic Sites staff and subject matter experts to ensure historical accuracy, thematic consistency, and compliance with graphic standards.

The Exhibit Designer also supervises the Graphic Designer/Exhibit Technician, the Multimedia Technician, and a part-time Graphic Designer, serves on the Exhibits Coordinating Committee, and is responsible for all graphic elements used at both the division and site levels.

The position is supervised by the Director of Curatorial Services and is evaluated based on design aesthetics, effectiveness of exhibit installations, digital engagement outcomes, and

adherence to project deadlines.

Key Responsibilities include but are not limited to:

- Lead in-house exhibit design and production, including developing concepts, creating floor plans and panel layouts, producing design drawings, and directing fabrication and installation for gallery, wayside, and directional exhibits.
- Produce promotional graphics, and other two-dimensional graphics for site promotion and special events. Review layout and design for all Historic Sites publications and other printed material.
- Guide exhibit planning and evaluation, serving on and occasionally chairing planning teams, advising on design methods and materials, identifying future projects, ensuring ADA compliance, and conducting visitor evaluations and assessments to improve exhibit effectiveness.
- Manage project workflows and external partnerships, including overseeing digital engagement initiatives, coordinating with outside designers and fabricators, reviewing contract designs, supervising installation work, and consulting with architects on exhibit spaces.
- Supervise design staff, assigning work, evaluating performance, identifying training needs, reviewing technical work, and contributing to policy development within the Design Branch.

Knowledge Skills and Abilities/Management Preferences

Please note: Job postings close at 11:59:59 p.m. the night before the listed Posting End Date above.

Recruitment Range: \$37,377.00 - \$61,759.00

To receive credit for your work history and credentials, you must provide the information on the application form. Any information omitted from the application form, listed as general statements, listed under the text resume section, or on an attachment will not be considered for qualifying credit.

Candidates meet the minimum qualifications of this position if they meet the minimum education and experience listed on the vacancy announcement. Vacancy specific

knowledge, skills, and abilities (KSAs) and/or management preferences are not required. Applicants who possess the following are preferred:

- Experience and knowledge of current methods and techniques of exhibit development and design.
- Advanced proficiency in graphic design and visual branding, including layout for print publications and adherence to institutional graphic standards.
- Familiarity with digital engagement tools such as interactive media, content management systems, or web-based interpretive platforms.
- Knowledge of construction standards and building-code coordination, especially when working with architects, electrical installers, and fabrication contractors.
- 3-5 years of professional experience in exhibit design, including planning, concept development, and production coordination.
- BFA, BS, or BA in Exhibit Design, Graphic Design, Museum Studies, Architecture, Interior Architecture, Industrial Design, Visual Communication, Art History, Anthropology, Public History, Museum Studies, or any related subject.

Position/Physical Requirements

- Must be available to work the schedule of Monday - Friday 8:00am - 5:00pm
- Must be able to lift and move exhibit components and materials, typically up to 25–40 pounds with or without reasonable accommodation.
- Must be able to safely use hand tools and operate within workshop, fabrication, and construction environments.

This position is deemed eligible for hybrid telework under DNCR's Telework Policy.

This position is located at:

430 N. Salisbury St.

Raleigh, NC 27603

Minimum Education and Experience

Some state job postings say you can qualify by an “equivalent combination of education and experience.” If that language appears below, then you may qualify through EITHER

years of education OR years of directly related experience, OR a combination of both. See the [Education and Experience Equivalency Guide](#) for details.

Bachelor's degree in Art History, Biology, Botany, Conservation, Education, History or Zoology from an appropriately accredited institution

AND

four years of museum or related work,

OR

an equivalent combination of education and experience.

Section/Unit Description

The Exhibit Design Unit develops and produces all in-house exhibit elements for the Division, including gallery, wayside, and directional components. It provides comprehensive design services from concept development and planning to fabrication, installation, and maintenance to support the interpretive goals of each historic site. The unit establishes and maintains Division-wide graphic standards, produces two-dimensional promotional materials, and guides digital engagement initiatives that enhance visitor experience.

Division Description

The Division of State Historic Sites and Properties preserves, operates, and interprets significant historic sites, enabling visitors to explore North Carolina's rich and diverse heritage in an engaging, relevant manner.

Click [here](#) to learn about employee perks and benefits.

Click [here](#) to see the Total Compensation Calculator.

Supplemental and Contact Information

The Department of Natural and Cultural Resources (DNCR) selects applicants for employment based on required education and experience and job-related knowledge, skills, and abilities without regard to race, religion, color, national origin, sex, pregnancy, gender identity or expression, sexual orientation, age (40 or older), disability, National Guard or veteran status, genetic information, political affiliation, or political influence.

We are an [Employment First](#) state, ensuring that people with disabilities have equal opportunities to succeed in the state government workplace. DNCR supports pay equity for women, establish paid parental leave for birth, adoption, and foster care, and implement fair chance policies. Join a team that welcomes, values, respects and supports all members of our work community.

Application Process

Be sure to complete the application in its entirety. *Resumes will not be accepted in lieu of completing this application.*

- Information should be provided in the appropriate areas, to include the following: Education, including high school and all degrees obtained, Work Experience, and Certificates & Licenses. It is critical to our screening and salary determination process that applications contain comprehensive candidate information.
- Due to the volume of applications received, we are unable to provide information regarding the status of your application. The hiring process may take several weeks.
- **Be sure to complete the application in full. Applicants are unable to submit more than one application to an individual posting. Only one application received prior to the closing date will be accepted. Applications must be submitted by 11:59:59 PM on the night prior to the closing date.**

Degree/College Credit Verification

Degrees must be received from appropriately accredited institutions. Transcripts, and degree evaluations may be uploaded with your application. If you have student loans, becoming a state employee includes eligibility for the Public Service Loan Forgiveness Program. Visit www.studentaid.gov to learn more.

Veteran's and National Guard Preference

Applicants seeking Veteran's Preference must attach a DD Form 214, Certificate of Release or Discharge from Active Duty, along with the state application.

Applicants seeking National Guard Preference must attach an NGB 23A (RPAS), along with the state application if they are a current member of the NC National Guard in good standing.

Applicants who are former member of either the NC Army National Guard or the NC Air National Guard, with honorable discharge and six years of creditable service must attach a copy of the DD 256 or NGB 22, along with the state application.

ADA Accommodations

Consistent with the Americans with Disabilities Act (ADA) and the Pregnant Workers Fairness Act (PWFA), DNCR is committed to the full inclusion of all qualified individuals. As part of this commitment, DNCR will ensure that persons with disabilities, or known limitations covered by the PWFA, are provided reasonable accommodations. If reasonable accommodation is needed to participate in the job application or interview process, please contact the person indicated below.

Employment Eligibility

It is the policy of the State of North Carolina and DNCR that all employees provide proof of employment eligibility (immigration and naturalization) on the first day of employment. We participate in E-Verify (Employment Eligibility Verification System).

CONTACT INFORMATION:

N.C. Department of Natural and Cultural Resources

Division of Human Resources

109 E. Jones Street, Raleigh, NC 27601

Phone: 919-814-6670

EEO Statement

The State of North Carolina is an Equal Employment Opportunity Employer and dedicated to providing employees with a work environment free from all forms of unlawful employment discrimination, harassment, or retaliation. The state provides reasonable accommodation to employees and applicants with disabilities; known limitations related to pregnancy, childbirth, or related medical conditions; and for religious beliefs, observances, and practices.

Recruiter:

Mary McClintock

Email:

employment@dn-cr.nc.gov