

VW Fellow: Digital Marketing and Media (Part Time, Temporary)

Working closely with the communications and live programming teams, the VW Fellow supports digital marketing and media initiatives across the institution. The Digital Marketing and Media VW Fellow will develop and organize content for use across the institution's digital platforms, including social media, website, and email, as well as for archival purposes. The Fellow will work across program areas at the museum, including exhibitions, live programming, and events.

In support of our communications effort, the VW Fellow will support video and photo editing and production for the museum, ensuring the creation of material for use on social media and other marketing platforms. The Fellow will support strategies within the communications department. The Fellow will also work closely to ensure artists receive documentation of their work and performances under the supervision of the Live Programming Team.

Fellows are paid a monthly stipend of \$3,000.

Requirements:

- Minimum of one year experience successfully working in social media content production, video editing, videography, and/or photography.
- Strong background in digital photography and video.
- High level of creative ability with excellent photography, videography, and animation skills.
- Strong writing and verbal communication skills.
- Proven ability to prioritize and manage time effectively, multitask, and meet deadlines in a fast-paced environment with frequently changing deadlines and priorities.
- Demonstrated ability to work independently, be proactive, and take initiative, balanced with skill in executing plans and tasks with precise and nuanced instructions.
- Ability to work productively and collaboratively with all levels of management and support staff, and maintain highly professional and positive attitude in a dynamic and creative setting.
- Proficiency in Microsoft Word, Excel, Gmail, Google Docs, Adobe Suite, Final Cut Pro, and After Effects (or similar) required.
- Experience with social media platforms and website content management desirable.
- Knowledge of, and interest in, contemporary art and performance, and MoMA PS1 and its programming.
- Availability to work nights, weekends, and holidays in connection with museum programs and events.

MoMA PS1 is an equal opportunity employer and considers all candidates for employment regardless of race, color, sex, age, national origin, creed, disability, marital status, sexual orientation or political affiliation.

Please send your resume and cover letter to employment_ps1@moma.org and include **“VW Fellow: Digital Marketing and Media”** in the subject line. For more information about MoMA PS1, please visit moma.org/ps1.

Please be advised that due to the high volume of applicants, we are only able to contact those candidates whose skills and background best fit the needs of the open positions. Thank you for your interest in employment opportunities at MoMA PS1.

About the Fellowship:

The VW Fellow serves a six (6) month term with the possibility of extending to a full year. Fellows receive an opportunity for hands-on training within a contemporary art institution and an understanding of how MoMA PS1 operates, develops programs and engages audiences. The Fellowship serves as a launching pad for individuals within the arts and management fields to hone their skills and attain real world experience with structure and support. Fellows are expected to work Monday through Thursday with some weekend and evening hours as required.

About MoMA PS1

MoMA PS1 is one of the oldest and largest nonprofit contemporary art institutions in the United States. An exhibition space rather than a collecting institution, MoMA PS1 devotes its energy and resources to displaying the most experimental art in the world. A catalyst and an advocate for new ideas, discourses, and trends in contemporary art, MoMA PS1 actively pursues emerging artists, new genres, and adventurous new work by recognized artists in an effort to support innovation in contemporary art. MoMA PS1 achieves this mission by presenting its diverse program to a broad audience in a unique and welcoming environment in which visitors can discover and explore the work of contemporary artists. Exhibitions at MoMA PS1 include artists' retrospectives, site-specific installations, historical surveys, arts from across the United States and the world, and a full schedule of music and performance programming.