



## Art

### Associate Director

#### Overview

- This position is a volunteer, leadership position with the Wisconsin Union Directorate, student programming board.
- Each committee of the Wisconsin Union Directorate is committed to amplifying the voices of underrepresented communities through thoughtful and deliberate programming that targets societal issues. WUD leaders have an obligation to use the privilege of our organization and the power of our positions to continually educate ourselves and provide the same opportunities to our communities.
- Successful applicants for WUD Leadership positions will demonstrate a commitment to social justice during the interview process and, upon selection, commit to continually highlighting inequalities due to racial, environmental, societal, and any other type of discrimination that our campus, country, and global communities face through their committee processes and programming efforts.
  - Each Associate Director is asked to dedicate 10 hours a week to the position. As a thank you for your service, you will receive a \$30/month stipend on your Wiscard for 8 months of the academic year.

#### Committee Purpose

The Art Committee is dedicated to the advancement of visual art in the campus community. Bringing inventive and challenging exhibitions to campus in the Wisconsin Union Galleries, (Class of 1925 Gallery and the Main Gallery in Memorial Union, and Gallery 1308 in Union South), the student-run committee develops every aspect of the exhibition from selection to publicity to installation, and in the process promoting leadership among its members. The committee encourages students and the community to participate with active and diverse dialogue by providing supplemental educational programming. Annually, the committee presents and curates approximately 15 - 20 exhibitions, including summer, fall, and spring shows in all galleries. This includes the annual Student Art Show, individual and group shows, nationally touring exhibitions, and on-line shows which will become increasingly incorporated as an exhibition/gallery space. The committee director works in partnership with the program advisor.

#### Associate Director Responsibilities

- Foster a friendly and welcoming atmosphere within the committee so that all members feel welcome, as well as extending these qualities to the greater community
- Engage committee members in their duties and in the running of the galleries. A portion of this includes peer-to-peer training
  - Attend all committee meetings, AD meetings, opening receptions and events
    - Note an understanding that we are all human, get sick, have schoolwork to prioritize, and have other personal considerations. Please notify me in advance if you cannot attend any given event.
  - Hold 2 office hours each week to provide time for completion of the week's tasks and to hold space for necessary additional meetings
    - Tasks include but are not limited to: gallery walkthroughs and maintenance, correspondence with artists and collaborators, meetings with advisor/team members/union staff, etc.
- Commit 10-15 hours per week (depending on the position and week)
- Communicate consistently with the Director, Advisor, and the Committee

- Pursue cultural diversity and integrity within WUD, its programs, and committees
- Have fun!

### ***Marketing AD | Head(s) of Engagement***

#### **Position Description:**

- Head of Engagement is in charge of promoting the committee and committee programming as well as building relationships with other campus and community organizations. They are responsible for maintaining the committee's social media and campus presence while engaging and expanding our audience.

#### **Duties:**

- Foster and maintain professional relationships with the campus community, art spaces in the area, and other WUD Committees
  - This includes working closely with other entities like Union Marketing to accomplish marketing goals and participating in multi-level marketing efforts
- Develop, execute, and manage all marketing content, which includes but is not limited to: photography, video, print, and digital design
  - Work on development and maintenance of the WUD Art virtual gallery space (website) ●
  - Integrate the latest promotional practices, trends, ideas, and innovations across platforms ●
  - Engage committee members in the marketing process

#### **Ideal for Candidates who are:**

- Adaptable
- Computer and social media literate (web development and graphic design a plus)
- Dependable and goal-oriented
- Comfortable working independently and on a team, as well as meeting short-term deadlines

#### **AD Position Application Form:**

<https://docs.google.com/forms/d/e/1FAIpQLSd3t0pTKTECU1L2C7Oy53zRqmS8BqamRCw99FTobc5jtYyn-Q/viewform>

### ***Install AD | Head Preparator(s)***

#### **Position Description:**

- Head Preparator is responsible for taking ownership of the art work installation process including but not limited to: communication/coordination of artists, installation of artworks in all gallery spaces, and general maintenance of gallery spaces.

#### **Duties:**

- Packing, installation, de-installation, condition reports, wall repair, and lighting of works in the gallery
- Coordinate logistics with artists
- Help other committee members learn installation techniques
- Maintain accurate records of installations, conditions of pieces, tools and materials
- Coordinate regular walk-throughs of gallery spaces

\*Duties subject to change due to COVID-19 conditions

#### **Ideal for Candidates who are:**

- Reliable
- Detail-oriented
- Organized
- Comfortable working independently and on a team
- Adaptable: enjoys work that requires shifts in direction
- Comfortable with heights, tools, and heavy objects

**AD Position Application Form:**

<https://docs.google.com/forms/d/e/1FAIpQLSd3t0pTkTECU1L2C7Oy53zRqmS8BqamRCw99FTobc5jtYyn-Q/viewform>

***Programming AD | Head of Programming***

**Position Description:**

● Head of Programming is responsible for helping the committee accomplish their event programming goals for the WUD Art season. In charge of logistics and implementation of events. They communicate with artists and work closely with other committee members to generate ideas and engage in programming. **Duties:**

- Engage committee members in programming efforts
- Demonstrate clear understanding of committee goals in programming for the season
- Navigate organization of interactive events, working with collaborators and interacting with committee members to help ensure their goals are being met

**Ideal for Candidates who are:**

- Reliable
- Organized and goal-oriented
- Adaptable
- Comfortable working independently and on a team
- Passionate about art programming

**AD Position Application Form:**

<https://docs.google.com/forms/d/e/1FAIpQLSd3t0pTkTECU1L2C7Oy53zRqmS8BqamRCw99FTobc5jtYyn-Q/viewform>