



di Rosa

di Rosa Center for Contemporary Art

POSITION TITLE: Richard A. Ward Education Fellow
REPORTS TO: Director of Education and Civic Engagement
CLASSIFICATION: Part-time
DURATION: September 3, 2019–May 29, 2020
STIPEND: \$8,000

Summary: Each year a graduate-level student will be selected to receive the Richard A. Ward Fellowship and will be given a rich educational experience to help further their career in art. The Fellow will be an integral part di Rosa Center for Contemporary Art's education and civic engagement programs and will work directly with featured artists, assist with exhibitions, and teach and develop learning materials related to di Rosa's renowned collection of Northern California art. This position provides a unique opportunity for a motivated candidate to understand the inner workings of a contemporary art organization while building a variety of important skills relevant to a professional future in the field.

Responsibilities:

Under the direction of the Director of Education and Civic Engagement, the Fellow will work collaboratively across departments including Education, Curatorial, Visitor Services, and Marketing and Communications to develop a broad range of experience.

- Conduct collections and exhibitions research to:
 - develop educational and interpretive program materials for use in galleries
 - draft supporting materials related to special exhibitions and the collection for school and public tours
- Coordinate and execute exhibition-related programs from development through delivery, including: communication and coordination with artists, production of work orders, vendor agreements, program set up and breakdown, and other duties that may be assigned
- Participate in and assist with di Rosa's docent training program to gain and apply knowledge of gallery teaching and touring techniques
- Interface with the public by leading tours and teaching in galleries
- Assist in producing exhibition program related marketing and promotion including the development of engaging collateral and social media content
- Other duties may be assigned

Requirements:

- Available 16 hours per week during the 2019–2020 academic year
- Incoming or current graduate-level student
- BA in art history, fine art, education, or related area of study
- Strong communication, presentation, customer service, professional, and interpersonal skills
- Detail-oriented and organized
- Good problem solver with ability to make quick and sound decisions
- Ability to simultaneously work on multiple projects and meet deadlines; excellent time management skills

Working Conditions: Applicants must be comfortable with and enjoy nature. Must possess a car and valid driver's license and be willing to work occasional nights and weekends

Physical Demands: This position will include a large amount of moving between buildings and on event sites. It requires an ability to stand, walk, move and remain active consistently and for lengthy periods. Ability to lift 50 pounds. Ability to perform routine bending, stooping, twisting, and reaching. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

APPLICATION DEADLINE: Rolling

To apply, please provide the following:

- Resume with education, employment history, and contact information for 3 references
- 1 letter of recommendation
- Short sample of academic writing (10 pages maximum)
- Cover letter addressing your interest in the position

Application materials should be emailed in PDF format with “Richard A. Ward Education Fellow” in subject line to: education@dirosaart.org. No phone calls please.

Please note: di Rosa Center for Contemporary Art is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, ancestry, religion, sex, gender or gender identity, national origin, disability, age, citizenship status, marital status, Vietnam era or special disabled veteran's status, sexual orientation, or other basis protected by law. di Rosa makes reasonable accommodations for qualified applicants and employees with disabilities as defined by and in compliance with California law.

About di Rosa: di Rosa Center for Contemporary Art presents contemporary exhibitions and educational programs for all ages and maintains a permanent collection of notable works by artists living or working in the San Francisco Bay Area from the mid-twentieth century to the present day. A wide range of styles, media, and subject matter provides an overview of the creative energy and freedom to experiment that characterize this region of California. Protected in perpetuity under the Napa County Land Trust, di Rosa features multiple galleries, a sculpture park, and a 35-acre lake, all located on 217 scenic acres in Napa Valley's famed Carneros region. For more information, please visit www.dirosaart.org.

About Richard A. Ward: Richard A. Ward was a very early and avid supporter of Rene di Rosa's vision and bucolic preserve that is now di Rosa Center for Contemporary Art. For many years Richard served on di Rosa's Board of Directors, as well as various committees and task forces, to help with its planning, finances, design, and engineering projects. The organization is a neighbor of Saintsbury vineyards and winery which Richard founded in 1981 with his business partner David Graves. Saintsbury, along with Rene and Veronica di Rosa and other friends, helped the Carneros region become synonymous with creating world-class Pinot Noir and Chardonnay wines in the southern region of Napa and Sonoma counties.

Richard grew up in North Carolina and Washington, D.C., graduated from Tufts University in Boston with a degree in engineering, and studied wine and viticulture at the University of California, Davis. A lover of modern art, literature, music, gardening, great food, wine, and conversation, Richard lived a full life in Napa Valley. He passed away in 2017 from complications after bone marrow transplant, following years of radiation therapy to fight prostate cancer. The Richard A. Ward Fellowship was created by his wife Linda Reiff, along with support of friends and family, to celebrate an extraordinary man and a place he loved, and bolster the future of like-minded graduate students pursuing careers in the arts.