

This position is in the Smithsonian Institution's National Museum of African American History and Culture. The National Museum of African American History and Culture (NMAAHC) is SI's national museum for the study and exposition of African American history and culture. Its primary purposes are to acquire, maintain and preserve objects which document social, cultural, political, military, technological and scientific developments associated with African Americans in the United States; to conduct scholarly research designed to make significant contributions to the body of knowledge in the fields of African American history; to publish findings for both scholarly and general audiences; and to interpret historical developments through public exhibits and programs.

Duties:

This position oversees the Office of Exhibit Design and Production, within the Office of Project Management and Planning. In this position you will:

- Establish the standards for aesthetics for exhibits.
- Be responsible for the total aesthetic environment of the Museum, which includes gallery and exhibition areas, general outdoor and indoor public areas, public business activity areas and quasi-public areas such as conference rooms, classrooms, and corridors.
- Have ultimate responsibility for all contracted design services and may serve as Contracting Officer's Representative (COR).
- Manage and directly supervise exhibit design staff and the exhibit production and maintenance staff through subordinate supervisors.
- Work in a high-level planning capacity with the Museum's management, curators, scriptwriters, educators, fabricators and audio-visual developers.
- Develop cost estimates, budgets and spending plans.

Qualified applicants will have at least one year of specialized experience implementing the quality standards for the planning and implementation of the aesthetic environment and overseeing the design process, production and maintenance of exhibitions for a museum or similar cultural institution.

Key Requirements:

1. Pass Pre-employment Background Investigation
2. May need to complete a Probationary Period
3. Maintain a Bank Account for Direct Deposit/Electronic Transfer
4. Males born after 12/31/59 must be registered with Selective Service.
5. May be required to serve an 18-month probationary period for supervisors.
6. U.S. citizenship

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