



JOB POSTING

Exhibit Designer

About the Senator John Heinz History Center

The Senator John Heinz History Center is a Smithsonian-affiliated museum and a first-day Pittsburgh attraction that presents compelling stories from American history with a Western Pennsylvania connection, all in an interactive and engaging environment for visitors of all ages. The largest history museum in Pennsylvania, the [AAM-accredited](#) History Center attracts large and diverse audiences to its 370,000-square-foot facility in Pittsburgh's historic Strip District that includes six floors of long-term and changing exhibition space along with spectacular spaces for special events.

The History Center's family of museums includes the Western Pennsylvania Sports Museum, a dynamic museum-within-a-museum; the Fort Pitt Museum in Point State Park; and Meadowcroft Rockshelter & Historic Village, a National Historic Landmark located in Avella, Washington County, Pa. The History Center also leads a partnership of more than 125 regional historical societies, museums, and organizations dedicated to preserving local history – the History Center Affiliates Program.

A popular destination for families and visitors to our region, the History Center attracts more than 250,000 visitors annually and reaches millions through virtual programs and digital outreach. The History Center was recently recognized as America's #2 History Museum by USA TODAY and "Pittsburgh's Best Museum" by Pittsburgh Magazine.

Position Description

The Heinz History Center is seeking an Exhibit Designer. This full-time position is responsible for exhibition and graphic design projects as assigned at the History Center, Meadowcroft, & Fort Pitt Museum. The Exhibit Designer cooperates with curators and the Exhibit Production Director and staff responsible for fabricating, installing, lighting, maintaining, de-installing and recycling exhibitions. The Exhibit Designer assists with design matters to ensure uniformly high-quality workmanship and consistency in branding, exhibitions, and graphic design. The Exhibit Designer advises on the use of outside installation and fabrication contractors and crews and serves as key member of the History Center's exhibition project teams.

This is a full-time, salaried/exempt position reporting to the Sr. Exhibit Designer.

Requirements

Minimum bachelor's degree in exhibit design, architecture, graphic design, or other related design major.

At least three (3) years of experience in exhibit design and project management.

Skills and abilities

- Design skills
- Project management and budgeting
- Understanding of construction and materials
- Ability to communicate with a team and work as a team member
- Knowledge of Object handling and artifact installation
- Construction skills desirable
- Nonprofit experience preferred
- Vectorworks, Adobe Creative Suite
- Work in fast paced environment
- Balance working on multiple projects at once
- 3D and 2D experience ideal
- **Please include a link to your portfolio with your cover letter.**

The successful candidate will be required to prove that they have received the COVID-19 vaccine or have a valid religious or medical reason not to be vaccinated.

Why Work at the History Center?

- Rewarding, mission-driven work that makes an impact in the community!
- Dynamic workplace located in Pittsburgh's historic Strip District
- Flexible Work Schedule
- Full benefits package including medical, dental, and vision insurance
- 403(B) retirement plan
- Paid time off
- Nine (9) paid holidays
- Company paid life insurance / LTD
- Discounts in the Museum Shop and Cafe

Application Process

The History Center is an Equal Opportunity Employer. The History Center celebrates diversity and is committed to treating all applicants & employees fairly based on their abilities, achievements, and experience without regard to race, national origin, sex, age, disability, veteran status, sexual orientation, gender identity or any other classification protected by law.

Qualified applicants should apply at:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=69756&clientkey=8C418A547E1D3E774FF0277E8175A385>

Or by submitting a cover letter, resume and portfolio to:

Renee Falbo, Director of Human Resources
Senator John Heinz History Center
1212 Smallman Street, Pittsburgh, PA 15222

412-454-6357

hr@heinzhistorycenter.org

www.heinzhistorycenter.org