

Research Resources/Visual Resources

- Expected projects/work assignments
 - Update Whitney Museum publications (2013-2020) for our licensing agency using their chart. Entering library documentation and copyright information. Research on current Contact information for outside authors who hold separate copyrights.
 - Checking our Exhibition photography digital files (1973-2014) to make sure entered into Collection Management System (TMS), correcting orientation of images and data about images from a prepared chart.
 - Exhibition Installations on 35mm slides film – once rehoused into archival boxes, creating box labels, inventory of folders and transferring preliminary inventory into final
 - Assist in compiling report on artist's represented by Artists Rights Society whose image appears on our website pages (whitney.org) from 2018-2020 for annual report. There is an existing chart for recording.

- Skills and qualifications required (including technology skills)
 - Familiar with Excel Software
 - Detail and accuracy needed in compiling this data.
 - Some experience with photographic digital files – for identification
 - Contemporary Art History courses taken very helpful
 - Some research experience

- Outcomes
 - Historical knowledge of contemporary art history from 1973-2014 as well as Whitney Museum's history
 - Preliminary archival training and photographic documentation.
 - Experience at using TMS software used in the museum field.
 - Basic copyright information