



Leslie + Lohman
museum
of Gay and Lesbian Art

Leslie-Lohman Museum of Gay and Lesbian Art FELLOWSHIP PROGRAM

The Leslie-Lohman Museum of Gay and Lesbian Art is the first gay art museum in the world. Our mission is to exhibit and preserve LGBTQ art which speaks directly to many aspects of the LGBTQ experience, and foster the artists who create it. We embrace the rich creative history of the LGBTQ art community by informing, inspiring, entertaining and challenging all who enter our doors.

We are the only Museum in the world devoted to preserving and exhibiting artwork which speaks to the entire LGBTQ experience. The LLGAF was founded in 1987 and has more than 25 years of experience in presenting queer themed exhibitions. It was only in 2011 that the Foundation received Museum status from the NY State Board to Regents and we are busy putting all of the necessary policies in the place in order to obtain permanent accreditation. We have a small staff (6 full-time employees and 3 part-time employees) and we have one major exhibition gallery located at 26 Wooster Street of approximately 1,800 square feet. In addition we have a project space of approximately 700 square feet in the second location where we hold weekly drawing classes and occasional weekend exhibitions (Prince Street Project Space). As a tax-exempt non-profit organization governed by an independent board of directors, the Museum has more than 20,000 objects in its collections and offers more than 30 educational events each year including lectures, talks, films and readings. Our annual operating budget is approximately one million dollars.

The Leslie-Lohman Museum of Gay and Lesbian Art is a unique institution and our fellowship program is a unique opportunity to become involved in all of the major areas of concentration including programing, exhibition planning, special events, marketing, development, and collections management and maintenance. As a fellow you will work directly with the Deputy Directors of Collections, Programmatic Operations, and External Relations, the Museum Director and guest curators to promote the museum's mission.

The Leslie-Lohman Museum of Gay and Lesbian Art offers three fellowship positions annually. Each position requires a 3 to 4 month commitment for 30 hours of work at the Museum per week. All fellowships are unpaid positions but may be used for credit at an institution of learning or for professional development. Each fellowship will have a specific work plan and will receive an extensive final summary of all work completed during their time in the program.



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Leslie-Lohman Museum of Gay and Lesbian Art FELLOWSHIP AREAS AND OBJECTIVES

Collections

Description:

Work directly with Deputy Director of Collections to assist in the preservation, documentation, and maintenance of the LLGAF'S Permanent Collection and Study Collection.

Goals:

- Understand importance of museum's core collection as it relates to exhibitions and curatorial policies.
- Collections management and maintenance.

Skills:

- Learn proper handling techniques and storage methods for different artworks.
- Learn Past Perfect museum database software.
- Become familiar with LGBTQ art and artists.
- Become familiar with the Museum's collection, study collection and collections policy.

Methodology:

- Document and catalog new acquisitions.
- Maintain records in the Past Perfect database.
- Prepare materials for and participate in Acquisition Committee Meetings.
- Research and update artist biographies in database and physical artist files.
- Research historical and contemporary artists and artwork that speaks to the gay and lesbian experience.

Exhibitions

Description:

Work directly with Deputy Director for Programmatic Operations to promote the organization's mission related to programs including exhibitions, lectures, workshops, talks, films, community programming and other activities, including the publication of The Archive.

Goals:

- Understand the museum's curatorial mission as it relates to all programming, including exhibitions, lectures and events.

Skills:

- Prepare incoming artworks for display: mat, frame and hang works.
- Exhibition design, installation/deinstallation.
- Exhibition planning, including budgeting, communication with artists and curators, transportation of artworks.

Methodology:

- Catalog incoming artworks in Past Perfect database.
- Prepare materials for and participate in Exhibition Committee Meetings.
- Assist with review of artwork submissions and exhibition proposals.
- Write content for exhibition catalogs, brochures and promotional materials.
- Write for The Archive, the museum's quarterly publication.

Marketing

Description:

Work directly with Deputy Director for External Relations to understand the Museum's external communications and marketing of the Foundation's programs, exhibitions, and activities, and the organization's development and fundraising enterprises.

Goals:

- Assist with analyzing audience demographics to design effective marketing strategies.
- Participate in discussions on how to develop new ideas to increase marketing impact.
- Learn the importance of donor development and cultivation, and how to integrate growth through marketing.

Skills:

- Understanding the impact of various marketing channels on a museum audience and tailor message to those specific demographics.
- Learn the components of a good marketing message and press release, how to develop key ideas and marketing messages.
- Gain hands-on experience in the various aspects of marketing a museum both as an organization and for its individual exhibitions and events.

Methodology:

- Develop strategies to increase audience and attendance.
- Maintain and process donor acknowledgments and memberships.
- Assist with preparation of content for press releases, social media and eblasts.
- Participate in promoting the museum at art and book fairs, and other external events.

Research

Description:

Work directly with Museum Director, Deputy Director of Programmatic Operations, and guest curators over the four month internship on an independent research.

Goals:

-Provide research assistance to Deputy Director of Programmatic Operations and guest curators.

Skills:

- Experience acting as a liaison between the curator/museum and artists, lenders and collections.
- Ability to synthesize exhibition information for publication brochures, wall text, and exhibitions guides.
- Experience performing research within the Museum's curatorial policies and mission.

Methodology:

- Research artists and objects related to upcoming exhibitions as needed by curators.
- Locate objects.
- Draft request letters.
- Draft exhibition descriptions.

FELLOWSHIP TIMELINE

Each year the Leslie Lohman Museum of Gay and Lesbian Art accepts 3 fellows. Each fellow makes a commitment to work at least 30 hours a week for a period of 12-16 weeks. The museum staff will work with fellowship applicants to best meet all scheduling needs. The fellowship program operates on a rotating basis and the time periods are as follows:

Session I between January and April- Deadline for application September 1st

Session II between May and August - Deadline for application March 1st

Session III between September and December - Deadline for application June 1st

Be sure to indicate which your preference for the sessions on your application form.