Exhibits Designer
Mütter Museum of The College of Physicians of Philadelphia

An exciting opportunity exists to join the staff of the Mütter Museum. The College of Physicians of Philadelphia seeks a creative and resourceful professional to design the museum’s exhibits and maintain permanent and rotating exhibits that enthrall and educate our visitors. You must be flexible, collaborative, ingenuous, and possess, if not an insatiable curiosity, then a very hungry one.

The Mütter Museum of The College of Physicians of Philadelphia opened in 1863 and is world renowned, hosting over 155,000 visitors last year. The collection contains over 35,000 objects, including human remains, medical and scientific instruments and equipment, models, and pharmaceuticals.

Responsibilities: The College seeks an Exhibits Designer who will bring exciting new ideas while retaining the 19th-century aesthetic for which the Mütter is famous. The two primary tasks are the creation and maintenance of all museum exhibits. Additionally, the Exhibits Designer participates in “back of the house” responsibilities such as collections care and storage, budget preparation, and museum outreach. The Exhibits Designer also designs rack cards, exhibit promotional material, and handles other design duties as they pertain to exhibits.

Primary requirements: Bachelor’s degree minimum, preferably in design or museum work, a Master’s in museum exhibition design or a comparable advanced degree preferred. Museum, administrative, and management experience also preferred. Excellent communication and organizational skills, and the ability to manage multiple projects and priorities. Must work well with others in a team environment. Must be proficient in Office software including Microsoft Word, Excel, and Access as well as Adobe Design Suite, and 3-D design programs such as Vectorworks, Z-Brush, and/or Sculptris.

To apply: Send a cover letter which addresses the requirements listed here, a CV, one e-mail attachment showing a recent exhibit design, or a link to a website that directly links to your exhibit work, and names/contact information of three references of people able to comment on your design work. Review of applications begins immediately and continues until position is filled. Electronic submissions only.

Submit to: exhibitsdesigner@collegeofphysicians.org.

Salary is commensurate with experience plus excellent benefits. This is a full time, regular, exempt position. Full position description available on request.

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