

The Noguchi Museum

The Noguchi Museum is seeking a qualified student, part time, for one or two semesters to assist the Archives team in the Museum's Curatorial Department. This unpaid volunteer position involves a variety of tasks including research, editing, and organizing records, but will be primarily focused on compiling Noguchi's bibliography and processing the Museum library, including the personal library of Isamu Noguchi.

The ideal candidate will be a highly organized and detail-oriented individual with an interest in archival and registration work, ideally studying art history and/or library science. Candidates must possess excellent communication skills, strong writing skills, and word-processing skills on a PC-platform. Additional experience with TMS and Photoshop is a plus. The timing for the position is flexible, but an immediate start is preferred. Please indicate in your cover letter your potential scheduling availability, in particular the number of hours per week or if you have an hourly-total requirement for school.

Responsibilities may include:

Maintaining and organizing bibliographic records and periodicals

Organizing and cataloguing the Museum library and Noguchi's personal library

Expanding curatorial notes on records in the Museum's digital photo-archive

Researching Noguchi's collectibles

Research for upcoming exhibitions, which will involve working with objects and in the archives

Please direct your applications to: archives@noguchi.org / subject heading: Archive Intern

About the Isamu Noguchi Foundation and Garden Museum The Noguchi Museum:

Chartered as The Isamu Noguchi Foundation and Garden Museum – was founded and designed by the acclaimed Japanese-American artist Isamu Noguchi (1904- 1988) for the display of his life's work. Opened in 1985 and located in the vibrant neighborhood of Long Island City, Queens, the Museum is housed in a converted industrial building and is itself considered to be one of Noguchi's greatest works.

Today, the mission of the Museum is to advance the understanding and appreciation of Noguchi's art and legacy. It manages the world's most extensive collection of Noguchi's sculptures, works on paper, architectural models, and designs, in addition to his complete archives. Through its rich collection, exhibitions, and programming, the Museum facilitates scholarship and learning for audiences of all ages and backgrounds.