



### UMW Galleries Student Worker Application

Thank you for your interest in working for the UMW Galleries! The UMW Galleries are comprised of Ridderhof Martin Gallery and duPont Gallery. As a student employee, you will be responsible for a variety of tasks, mostly those that are oriented around customer service:

- Greeting visitors and supervising front desk
- Answering questions for patrons
- Answering the phone and taking messages
- Attending gallery receptions and monitoring guests

Expected graduation semester/year: \_\_\_\_\_

Name: \_\_\_\_\_

School Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Major (and minor if applicable): \_\_\_\_\_

General Work Experience:  
\_\_\_\_\_  
\_\_\_\_\_

**Please indicate the hours that you are available to work.** Gallery hours are Wednesday – Sunday from 10:00AM – 4:00PM with some evening hours required during exhibition openings (5-7pm) and theater performances (7-9pm).

Also please indicate if you have a class before or after your desired shift.

Wednesday: \_\_\_\_\_

Notes: \_\_\_\_\_

Thursday: \_\_\_\_\_

Notes: \_\_\_\_\_



Friday: \_\_\_\_\_

Notes: \_\_\_\_\_

Saturday: \_\_\_\_\_

Notes: \_\_\_\_\_

Sunday: \_\_\_\_\_

Notes: \_\_\_\_\_

1. What interests you about working for the UMW Galleries?

2. Have you ever worked in the UMW Galleries or for the University? If so, please indicate year of employment and position.



3. Have you ever worked in a museum or art gallery other than the UMW Galleries? If so, when, where, and please describe your duties.

4. Do you have any background in the following areas? Please list all pertinent experience.

Art or Art History  
Education  
Curatorial  
Conservation

Administration  
Marketing and Events  
Collections Management  
Computers

I certify that to the best of my abilities and knowledge, all information submitted in this application is valid and true.

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Signature

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Date