Ho Family Student Guide Program Application, 2022–23

Division of Academic and Public Programs, Harvard Art Museums
Paid position, open to Harvard College Undergraduate Students
Work-study eligible

$16.00/hr. (work-study students encouraged to apply)
Approx. 10 hours/week for the academic year: includes training, research, and museum tours
Open to Harvard College sophomores and juniors

Application deadline: 11:59pm on Sunday, September 11, 2022

Please note: the Student Guide Program (SEO Job ID 19150) is different from the Student Board, and you may only apply to one of these programs.

Position Description
The Harvard Art Museums are now accepting applications from Harvard sophomores and juniors for the Ho Family Student Guide Program. Student Guides are trained to create and lead original, research-based tours of the collections for the public and university audiences. Taking place in person and online, these tours offer unique, thematic views into the collections. The Student Guides also develop educational and interpretive materials for social media, including Instagram (@harvardarthappens), and the Museums' YouTube channel. Students from all concentrations are encouraged to apply; no art history, studio art, or museum experience is necessary. (Historically, Student Guides have come from a wide range of academic backgrounds, including Chemistry, Applied Mathematics, Philosophy, Government, History and Literature, AFVS, and History of Art and Architecture.)

Training
Student Guides participate in a rigorous training program to gain knowledge of the collections and to develop skills in critical thinking, visual analysis, public speaking, and public engagement. Training will draw on scholarship and practice from multiple fields of knowledge, including art history, curatorial and artistic practice, conservation science, and the humanities. Optional field trips to other museums in the region and meetings with guest speakers may be offered as part of the training program. Mandatory training sessions will be held for two hours weekly, typically at the Harvard Art Museums, except during reading and examination periods. (The time is TBD but a strong possibility is Thursdays, 3-5pm ET, beginning October 6, 2022.) Potentially, there may be work opportunities in May and into the summer, if desired.

Tours
Upon successful completion of training, Student Guides will offer their own thematic, research-based
tours of the Harvard Art Museums and its collections. Typically, these tours have three stops, one in each of the three Harvard Art Museums (the Fogg, the Busch-Reisinger, and the Arthur M. Sackler). We expect to offer in-person tours in the Harvard Art Museums’ galleries on Saturdays and Sundays (11am and 2pm) and occasional virtual tours (typically Thursdays at 8pm ET). Student Guides may also choose to develop special tours for aspiring U.S. citizens who are preparing for the Naturalization Interview and Test with a class offered by the Harvard Art Museums in partnership with the St. Mark Community Education Program, a non-religious organization based in Dorchester, Massachusetts. The class will meet at the Harvard Art Museums on Saturdays this fall, 10:30am-12:30pm.

Qualifications
— No art history, fine arts, or museum experience is necessary, but enthusiasm and excitement about the Harvard Art Museums are required.

— Strong research skills and the ability to work independently.
— Comfort with public speaking; prior teaching/tutoring experience preferred.

— PBHA involvement or other recent community service experience preferred.
— Excellent interpersonal communication skills.

— Professional, welcoming, and engaging demeanor.
— Must be available to attend mandatory training sessions during the academic year.

To Apply
Please submit the following documents:

1. Cover letter and résumé: submit a cover letter (maximum one page) that discusses your interest in the position and a résumé that clearly indicates your graduation year, concentration, education, work/volunteer experience, and Harvard email address.

2. Description of tour experience: describe your experience of the virtual Student Guide tour “This Land is Whose Land?,” with Jacqueline Zoeller (500 words maximum). A recording can be found on the Harvard Art Museums’ YouTube channel (https://youtu.be/pyWzWe13THw). Please be specific as to what you liked, found instructive, interesting, etc. Please also indicate what you felt could be improved. Your response will not be shared with other students; it will be used for the purposes of this application only.

3. Short response: select any work of art in the Harvard Art Museums. Spend at least 15 minutes looking closely at it in person, if possible. Or, if not, a reproduction is acceptable. Write a brief response (500 words maximum). (You are encouraged to sketch, take notes of ideas and thoughts that occur to you during this time, and to spend longer than 15 minutes or return to your work of art more than once if time permits; this will give you an advantage when writing your response.) For the purposes of this application, you do not need to conduct research using secondary sources; your response should instead be based on your perception of the object, include the title and artist/maker of the work (where known), a short description, your own reaction to it, what questions it provokes for you, and what possible themes/ideas you would want to develop were you to create a tour using this object. Please
pay particular attention to discussing your ideas for creating a tour, including clearly stating a theme, which should relate directly to the work of art you select and reflect something of your academic and/or personal interests.

Apply by submitting all of the above materials online through the Student Employment Office (Job ID 19150) by 11:59pm on Sunday, September 11, 2022. Applications will not be considered complete unless a cover letter, résumé, description of tour experience, and short response have been received. Please note that applications will not be accepted via email.

Please contact Camran Mani (he/him pronouns), Manager of Student Programs and Director of the Ho Family Student Guide Program, with any questions: camran_mani@harvard.edu.

Sign up for our student-only email list to learn about upcoming student events and opportunities, and to receive the Harvard Art Museums monthly email newsletter.