

PACE

Lee Ufan Catalogue Raisonné Research Intern (Japanese language)

New York

Position posted on: November 30, 2018

Artifex Press, a publisher of digital catalogue raisonnés, is seeking a detail-oriented, organized, and dedicated Research Intern to contribute to the preparation of the Lee Ufan Catalogue Raisonné. The intern will have the opportunity to perform in-depth research on an acclaimed artist's body of work for a scholarly publication.

Please note that fluency in Japanese is required for this position. This paid internship requires a commitment of 3 days a week with a start date of January 2019.

Responsibilities may include:

- Gathering information about exhibitions and publications, such as obtaining copies of exhibition catalogues and brochures, exhibition checklists, photographs of installation views, and other archival materials
- Entering information into the digital catalogue raisonné database
- Compiling comprehensive exhibition histories and bibliographies
- Assisting outreach to institutions for collection and exhibition information

Required Qualifications:

- Fluency in Japanese
- Excellent attention to detail and organizational skills
- Experience performing research in art libraries and archives
- Familiarity with content management systems and web-based platforms
- Knowledge of modern and contemporary Asian art

To apply for this position, please submit a cover letter and resume to Christine Lee, Director of Research: clee@artifexpress.com. No phone calls please

Artifex Press is proud to be an equal opportunity employer and will consider all qualified applicants regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity or expression, Veteran status, or any other legally protected status.