



Job Description

Blacksmithing Apprentice

Classification: Exempt

Reports to: Shop Foreman

Hours:

- Average work week is 40 hours.
- Work hours are 9am – 5pm, Tuesday – Saturday, and 11am – 5pm, Sunday. (Staff rotates Sundays.)
- Additional hours may be required during exhibit change, Museum events, and grounds rentals and to meet deadlines on commission work.

Description of the Museum and Its Mission

The Metal Museum is the only museum of its kind in the country dedicated to preserving, promoting, and advancing the art and craft of fine metalwork. The Museum engages the metals community and the surrounding region through exhibitions, collections, studio practice, and community education and engagement. The permanent collection and exhibition program reflect a wide range and mixture of metalsmithing, including ferrous and nonferrous metals, hollowware, jewelry and architectural elements. With its unique focus on artwork and fine crafts made in metal, the Metal Museum helps initiate and promote dialogue and understanding of the field and its relevance in our modern culture.

Purpose

To assist the Shop Foreman with commissioned projects and classes, to serve as an ambassador of the Metal Museum and the metalworking community, and to advance design, fabrication, and business skills.

Essential Functions and Responsibilities

- Design and fabrication of commissioned projects under the guidance of the Shop Foreman.
- Shop maintenance and cleaning.
- Share workspaces with employees, interns and volunteers.
- Assist with educational programs, including classes, hands-on activities, and school and summer programs.
- Weekly and scheduled demonstrations.
- Daily interaction with Museum visitors.
- Be available to lock up after hours and during events.
- Clean grounds after events and after inclement weather.
- Coordinate vacation schedule with staff living onsite.
- Assist during exhibit change.
- Assist during events, including set-up and breakdown.
- Participate in all Museum events including openings, lectures, and artist talks.
- Take a leadership role in organizing and participating in an annual group exhibition, under guidance of Museum staff.

You are expected, encouraged, and supported to achieve the following

- Advance blacksmithing, design, and administrative skills.

- Use your personal access to the shop in off hours to create a new body of work.
- Apply for an emerging artist grant to attend a workshop or conference.
- Learn other metalworking techniques and expand your knowledge of all areas of the Museum.

Qualifications

Education:	BFA in Metal Arts or comparable training.
License/Certification(s):	Valid driver's license.
Skills/Abilities:	Must have experience in forging techniques, welding, and steel fabrication. Some knowledge of nonferrous metals preferred. Able to lift a minimum of 75 pounds. Excellent people and communication skills.