

Position Title: Fine Arts and Photography Staff - Temporary/Part-Time

Position Location: Cantey Building

Reports To: Fine Arts and Photography Superintendent

Pay Rate: \$7.50/hour

General Purpose:

Assist in the successful in-take and set-up of the annual Fine Art and Photography exhibition at the South Carolina State Fair. Responsibilities include receiving, sorting, hanging, and then returning artwork, as well as assisting judges and providing support to the Fine Art & Photography Superintendent.

Job Responsibilities:

- A friendly and reliable demeanor is crucial for this position.
- Prepare and coordinate the intake, sorting, hanging, tagging, cleaning, and display of art and photography entries.
- Address and resolve any issues or questions raised by exhibitors promptly and professionally.
- Assist judges by taking notes and moving artwork and photography as needed.
- Assist with the removal and return of artwork at the conclusion of the fair.
- Maintain a clean and organized exhibition space.
- Adhere to all fair safety protocols and immediately report any safety concerns.
- Comply with the fair's dress code.
- Report to work on time and maintain regular attendance.
- Review timecard regularly and report errors to the supervisor immediately.

Skills Needed:

- Ability to effectively arrange and display artwork
- Ability to work independently and as part of a team.
- Possesses strong interpersonal skills and can interact professionally with students, teachers, parents, and colleagues.
- Physical ability to lift up to 50 pounds and stand for extended periods.
- Basic computer skills required to assist judges with digital scoring or data entry.

Preferred Qualifications:

- Previous experience in art exhibition setup or a related field.
- Familiarity with handling and caring for artwork.
- Knowledge of art terminology and techniques.

Physical Requirements and Working Conditions:

- **Physical Activities:** The position involves climbing, stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, and talking. These activities require agility, coordination, and strength to handle and display artwork and photography effectively.
- **Physical Requirements:** Medium work is required, involving the exertion of up to 50 pounds of force occasionally, 30 pounds frequently, and 10 pounds constantly. The job involves standing and moving around for extended periods.
- **Visual Acuity:** The worker needs to have visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned, such as maintaining the exhibition space and handling artwork and photography.
- **Working Conditions:** The worker is not substantially exposed to adverse environmental conditions, as the work primarily occurs indoors in a controlled environment, such as the exhibition space in the Cantey Building.

Tentative Work Schedule/Dates:

Begin on Sunday, two weeks prior to the fair. May work up to two days after the fair. This position does not work during the fair.

Note: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change, or new ones may be assigned at any time with or without notice.

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