Exhibitions and Digital Production Specialist

Alabama State Council on the Arts

Full-time, on site in Montgomery, Alabama
Reports to the Visual Arts Program Manager, Exempt Service Position (Non-Merit System)
Salary: $40,000–$60,000 annually (commensurate with experience)

About the position

The Council on the Arts seeks a creative, technically skilled professional to help develop and produce exhibitions for the Georgine Clarke Alabama Artists Gallery and traveling exhibitions for venues across Alabama. The Specialist is the agency's primary resource for exhibition design, installation, fine art handling, and large-format printing. This is a hands-on role that works collaboratively with the Visual Arts Program Manager (VAPM).

Key responsibilities

- Research and propose exhibition ideas; collaborate with the VAPM on concepts, design, technical feasibility, and visitor experience.
- Lead the technical production, installation, deinstallation, and maintenance of gallery and traveling exhibitions, including safe handling, packing, storage, and transport of artwork.
- Operate large-format printing equipment and prepare digital files, fine art reproductions, photographs, exhibition signage, and interpretive displays.
- Coordinate practical arrangements and installation schedules with artists, Council staff, and traveling exhibition hosts across Alabama.
- Use independent technical judgment within agreed exhibition plans and maintain safe, professional standards for artwork care and presentation.
- Maintain organized inventory of Council art collection and artworks temporarily on site for exhibitions.

Required qualifications

- Bachelor's degree in museum studies, fine arts, photography, graphic design, or a related field, or equivalent professional experience; and at least two years of exhibition coordination, art handling, or museum/gallery experience.
- Knowledge of fine art handling and exhibition installation; experience with tools, lighting, large-format printing, digital production, and Adobe Creative Suite.
- Valid driver's license; ability to travel statewide and occasionally overnight; and ability to lift 30–50 pounds, reach overhead, stand for extended periods, and work safely on ladders and lifts.

Preferred skills: digital photography, framing or print finishing, art conservation practices, graphic design, and experience proposing creative exhibition ideas.

Work setting and benefits

In-person gallery and production work in Montgomery, with statewide travel estimated at up to 10% of working time. Benefits include health insurance through the State Employees' Insurance Board (SEIB) and retirement through the Retirement Systems of Alabama (RSA), subject to eligibility and state policies.

How to apply

Email a cover letter and résumé to Alice Free at alice@arts.alabama.gov

Applications will be reviewed on a rolling basis through **December 4, 2026**.