

LESLIE – LOHMAN MUSEUM OF ART

The Leslie-Lohman Museum of Art provides a platform for artistic exploration through multifaceted queer perspectives. We embrace the power of the arts to inspire, explore, and foster understanding of the rich diversity of LGBTQIA+ experiences.

DIGITAL CONTENT CREATOR

Employment Type: At-will

Reports to: Director of External Affairs

Employment Status: Nonexempt Part-time position, Approx. 24 hours per week

Salary Range: \$30 - \$35 per hour based on experience

ABOUT LLMA

The Leslie-Lohman Museum of Art (LLMA) is the only art museum in the world dedicated to artistic exploration through multi-faceted queer perspectives. With a collection that includes over 25,000 objects spanning three centuries of queer art, LLMA embraces the power of the arts to inspire, explore, and foster understanding of the rich diversity of LGBTQIA+ experiences.

Based in Soho, NYC since 1969, Leslie-Lohman Museum of Art is a vibrant platform for artistic exploration through multi-faceted LGBTQIA+ perspectives – serving as a home for queer art, artists, scholars, activists, and allies, and a catalyst for discourse on art and queerness.

Now in its sixth decade of operations, LLMA is committed to catalyzing culture change, providing sanctuary, and the daily imperative of affirming and manifesting queer creativity through annual exhibitions, public programs, educational initiatives including school residencies, artist fellowships, and a journal, the Museum has fore fronted the interrelationship of art and social justice for LGBTQIA+ communities in New York City and around the world. At this historic inflection point, the Museum’s originating core of creating a communal exhibition space for underrepresented art and artists remains unchanged, however, the actualization of this core has evolved alongside the intensely evolving societal landscape.

Today, LLMA embraces our transforming world, putting into action a better world for LGBTQIA+ people—with artists leading the way.

JOB SUMMARY

The Digital Content Creator for the Leslie-Lohman Museum of Art is an experienced communicator who is able to convey and amplify the Museum’s unique voice. The Content Creator will be responsible for managing all digital platforms as well as the creation and implementation of a communications calendar. This position provides an opportunity to work in a fast-paced, forward-thinking Museum. This position reports to the Director of External Affairs.

RESPONSIBILITIES INCLUDE:

- Must be an excellent writer with experience in creating a wide variety of communication assets that engages, mobilizes, and grows our audience. Prepare and execute monthly communications calendar
- Track, interpret, and report key metrics and analytics for all digital initiatives.
- Create assets for external communications to be used across all digital platforms including newsletters and Instagram
- Work cross-departmentally to gather information on the Museum's many initiatives for promotion on our digital channels.
- Have an avid understanding of global contemporary queer art and culture with a keen ability to keep up to date on current conversations and issues.
- Ongoing monitoring and moderating of social media accounts

THE IDEAL CANDIDATE WILL POSSESS:

- Minimum of 2-3 years experience
- Inspirational communicator with excellent writing skills; a strong sense of storytelling, ability to connect with a wide variety of communities.
- Proven track record of audience development through multiple digital platforms.
- Experience in building and cultivating community through thoughtful engagement.
- Key knowledge and understanding of Art History, Queer History, and Queer Art History.
- Understanding of practices used to make digital content more accessible for people who use digital assistive technologies— for example, familiarity with Alt Text and image description.
- Strong Project Management skills.
- Highly organized and detailed. Ability to juggle multiple projects and timelines, operate against objectives, and meet deadlines.
- Experience working successfully and collaboratively with a variety of different colleagues, partners, and content creators.
- Energetic and enthusiastic, comfortable with both the creative and administrative aspects of the role.
- Proficiency in Mailchimp, Canva, Adobe Photoshop and InDesign.
- Familiarity with Bloomberg Connects
- Passion for the Leslie-Lohman Museum of Art's mission and vision.

This is a hybrid work position with some remote work and requires a minimum of 2 days weekly in the Museum offices with some nights and weekends based upon special events.

Please send a resume along with a cover letter addressing both your interest in LLMA and your qualifications for this position to jobs2@leslielohman.org. All attachments should be in PDF format.

The Leslie-Lohman Museum is an equal opportunity employer. All applicants will be considered for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, or any other status protected by the laws or

regulations in the locations where we operate. The Leslie-Lohman Museum will not tolerate discrimination or harassment based on any of these characteristics. The Leslie-Lohman Museum encourages applicants of all ages.

The Museum is a 501(c)3 non-profit organization with official accreditation by the American Alliance of Museums.

The Leslie-Lohman Museum strives to provide a welcoming environment to all visitors and applicants. We are located at 26 Wooster Street, New York, NY 10013 (between Grand Street & Canal Street). Five external steps lead to our entrance doors; a wheelchair lift is available by pressing the doorbell located on the sidewalk level near the lift. The galleries and offices are wheelchair-accessible, and a single-occupancy accessible restroom is located behind the visitor services desk; all restrooms are gender-neutral.