



GUERRILLA  
SCIENCE

# Science in the Arts Project Management Fellowship

## CONTEXT

In collaboration with creative collective Guerilla Science, Pratt Institute has been funded by the National Science Foundation over a period of four years to host a series of interdisciplinary STEM-art-design residencies and music festival events.

This summer, Mark Rosin, Assistant Professor of Math and Science and Director of Guerilla Science (US) will be leading a residency program at Pratt for Visiting Artists/Scholars to participate in the project. Up to 45 artists/scientists will work in collaborative teams to generate approximately 15 projects, which will be presented to the public at Oregon Eclipse music festival in late August.

The Science in the Arts Project Management Fellowship will require part-time management for 6 weeks from April 27-May 12 and full-time on-site management from May 15-August 25<sup>th</sup>. The Fellowship will conclude in the first six weeks of the fall term, from August 28<sup>th</sup> - October 6<sup>th</sup>. The stipend amount of \$15,300 will be provided for the duration of the period. The project will require travel and set up at the music festival in August.

The fellowship has the possibility of extending a 2<sup>nd</sup> year through the Summer 2018.

A description of the project can be found on the [Guerilla Science website](#).

## REQUIREMENT OF THE POSITION

The ideal applicant will have experience or expertise with live event project management including budgets and logistics, a variety of Pratt Institute systems, departments and offices, and working with artists and/or scientists.

Position responsibilities include:

- Shipping and installation management of 15 discrete pieces of art/ sculptures/art-based experiences to and from Oregon.
- Support in documenting the festival and residency program.
- Briefing and debriefing of participants for research and logistic purposes.
- International and domestic travel arrangements for the project team
- Managing reimbursements from contracted project personnel.
- Budget administration
- Administering applications from an open call for artists/scientist
- Coordinating finalist interviews, offers and contracts for artists/scientists
- Processing payments/honoraria for artists/scientists from inside and outside Pratt.
- Coordinating residency spaces, shop access and use for 45 person residency program.



- Coordinating access to workshop space, tools and equipment throughout the Institute.
- Ordering and receiving materials for the residency program via purchasing.
- Finding, renting, and coordinating access to an off-site storage facility (if needed).
- Coordinating a day of public activities for participants at a public practice event.
- Organizing transport to and accommodation in Oregon for 45 artists/scientists

## TO APPLY

To apply, please send a cover letter describing your interest in and ability to meet the requirements of the position, résumé or CV, and a link to your portfolio or a list and description of projects you have completed relevant to the fellowship. Applications should be sent to [jobs@guerillascience.org](mailto:jobs@guerillascience.org) with the subject “Science in the Arts Project Management Fellowship”.

Review of applications will begin on April 12th 2017.