Dear SoA students,

EX-CHANGE is a publication and exhibition celebrating the work of the Carnegie Mellon University School of Architecture from 1st year to PhD. Inaugurated in 2017, EX-CHANGE represents an ongoing opportunity to shine new light on the SoA’s programs and to position the work within larger questions of research and practice. Read more about EX-CHANGE on the SoA website.

EX-CHANGE is a team effort and we invite students to get involved through four types of paid positions in the exhibition and publication production. See below for descriptions of the positions available and how to apply.

Best,
Sarah Rafson & Akhil Badjatia, EX-CHANGE Co-Chairs
Meredith Marsh, Marketing & Communications Manager

EX-CHANGE Curatorial Assistant (2 positions available)

Students will help organize exhibition material and strategy. Assist the design team with installation and logistical support, helping to oversee the project from start to finish.

To apply: Send a brief cover letter describing your interest and any experience in organizing complex projects or exhibitions along with a résumé to srafson@andrew.cmu.edu with the subject line “EX-CHANGE Curatorial Assistant Application” by December 22, 2019.

Number of Positions Available: 2
Supervisors: Sarah Rafson & Akhil Badjatia

EX-CHANGE Editorial Fellows (2 positions available)

The SoA inaugurated its first EX-CHANGE publication in 2017. Now published each year, the booklet documents work across the school from 1st year to PhD. View the most recent edition published in fall 2019 at this link. For 2020, the SoA seeks proposals from teams of 2 students who will work together to edit the third edition.

The editorial fellows will work during the spring semester and over the summer under the guidance of Sarah Rafson and Meredith Marsh to curate a publication based on the work submitted for the EX-CHANGE exhibition. The publication must be ready to print for fall 2020 publication. The editorial fellows will work alongside the curatorial team to align the publication
and exhibition concepts, and will help produce print material for the EX-CHANGE exhibition as well.

To apply: Send a brief cover letter describing your interest, a 250-word proposal for the next EX-CHANGE publication, and a résumé to srafson@andrew.cmu.edu with the subject line “SoA Editorial Fellowship Application” by December 22, 2019. Students hoping to work together should submit their work as a joint proposal. Be sure to include any editing or writing experience in your submission, but no previous experience necessary.

Number of Positions Available: 2  
Supervisors: Sarah Rafson & Meredith Marsh  
Start/End Date: January 21–June 30, 2020  
Hours Per Week: 5 during the spring semester, additional hours during summer

EX-CHANGE Design-Build Team (6 positions available)

Student assistants help ensure smooth exhibition fabrication, set-up, installation process, and clean-up of the EX-CHANGE exhibition. These are hands-on positions that may involve some heavy lifting.

To apply: Send a brief cover letter describing your interest and any relevant experience (helping to manage a complex event or building project a plus) along with a résumé to srafson@andrew.cmu.edu with the subject line “EX-CHANGE Exhibition Assistant Application” by December 22, 2019.

Number of Positions Available: 6  
Supervisors: Sarah Rafson & Akhil Badjatia

EX-CHANGE Graphic Design Assistant (1 position available)

The graphic design assistant will work with the EX-CHANGE editorial and curatorial teams on the formatting, layout, and production of the following: exhibition graphics/branding, wayfinding/signage, marketing material, and “field guide” booklet. As part of the team, the student will also collaborate on a template for the forthcoming EX-CHANGE publication, to be published in fall 2020.

To apply: Send a brief cover letter describing your interest, a link to a portfolio or work samples (coursework is fine), and a résumé to srafson@andrew.cmu.edu with the subject line “SoA Graphic Design Assistant” by December 22, 2019.

Number of Positions Available: 1  
Supervisors: Sarah Rafson & Akhil Badjatia