Hawai'i Contemporary Fellowship Program

Hawai'i Contemporary is fast-paced, creative organization committed to connecting Hawai'i and the Pacific through contemporary art. Our small team works collaboratively with a multi-faceted Board of Directors, community stakeholders (like museums, art spaces, universities), and artists, as well as a cohort of consultants and seasonal staff and volunteers.

We currently seek three Hawai'i-based fellows to collaborate with us on new projects, as we embark on a new chapter in the organization’s history.

RESEARCH FELLOW

The Research Fellow is required to conduct field research toward an ambitious arts sustainability study that will evaluate the contemporary ecosystem across Hawai'i and will help inform public and educational programming for the Hawai'i Triennial 2022. Reports to the associate director and administrator.

Research & Learning Outcomes

- Identify and create a database of all arts and cultural members.
- Draft surveys for the artists and creative community members (with guidance).
- Research and compile data on high school and university art and art history curricula.
- Interview with artists, arts professors, and arts professionals (in-person and remotely).
- Conduct site visits to artist studios (in-person and virtually).
- Write reports and create graphics to present the data gathered in this study.
- Assist in planning town-hall-style events to present findings of this study to the arts community in 2021.

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COMMUNITY OUTREACH FELLOW
The Community Outreach Fellow develops an outreach strategy that targets a mass non-arts audience in Hawai‘i. This fellow will gain intensive public communications experience related to Hawai‘i Contemporary’s organizational mission and activities. Reports to the associate director and administrator.

Research & Learning Outcomes
- Develop community outreach strategies on social media and external digital platforms.
- Assemble press kits and maintain press contacts.
- Understand trends in arts marketing, especially related to digital media.
- Develop crisis management plans (with guidance).

DEVELOPMENT FELLOW
The Development Fellow will work closely with the executive director to learn about philanthropy and to contribute to a development strategy specific to the arts and culture community in Hawai‘i and the Pacific. The fellow will gain an understanding in art business and various philanthropic models, including board giving, grant-making foundations, corporate sponsors, and individual donors within the nonprofit arts sphere.

Research & Learning Outcomes
- Studying, analyzing, and creating philanthropic models.
- Cultivating engagement with communities in the Hawaiian Islands.
- Develop an ambassadors’ program (adult and youth components).
- Track and compile a database on local and international arts-related foundations and corporate entities.
- Learn grant writing and cultivate continuous engagement best practices.
QUALIFICATIONS FOR FELLOWS

• Current Hawai‘i resident
• BA required (art history, studio art, curatorial studies, art business, or related cultural field); MA students or graduates preferred
• Experience working in a contemporary arts organization (art gallery, museum, artist studio, or related organization)
• Familiarity and competence with research methodologies
• Project management skills and the ability to meet deadlines
• Ability to work collaboratively with diverse professionals and stakeholders
• Ability to work independently with the initiative to ask for guidance, as needed.
• Positive, can-do attitude; pleasant demeanor

FELLOWSHIP TERMS

A stipend for daily communication and meals is provided to each fellow for the duration of the four-month fellowship. Fellowships are available to begin immediately. Fellows determine work times; hours are not to exceed 18 per week. All communication and work will be performed remotely. No physical attendance to meetings in Honolulu is required.

TO APPLY

Please send a cover letter, résumé, and writing sample (academic work, published text, press release, etc.) to team@hawaiicontemporary.org with the subject line “Fellowship Application.”

ABOUT HAWAI‘I CONTEMPORARY

Hawai‘i Contemporary (formerly the Honolulu Biennial Foundation) is a dynamic arts organization that champions contemporary art and ideas. Since its inception, the organization has presented capsule exhibitions, education programs, and two internationally recognized art biennials in partnership with renowned curators, exhibition spaces, cultural venues across Honolulu. In 2020, the organization adopted a triennial format and re-emerged as Hawai‘i Contemporary. With a renewed commitment to education, public programming, and community engagement, Hawai‘i Contemporary will present Art Summit 2021 and Hawai‘i Triennial 2022 (HT22), curated by Dr. Melissa Chiu (director of the Hirshhorn Museum & Sculpture Garden in Washington D.C) and associate curators Dr. Miwako Tezuka and Drew Kahu‘āina Broderick.