

DANIELLE I. JONES

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OBJECTIVE

To obtain an Assistant Curator position with the Baltimore Museum of Art.

PROFILE

- Strong research, planning, and organizational skills
- Excellent written communication skills with editing and proofreading experience
- Experience with gallery and museum exhibition development and program planning

EDUCATION

B.A., Art and Archaeology - Concentration in Art History May 2011
Hood College - Frederick, MD

COURSEWORK

History of Art, Art of Prehistory, Art of the Classical World, Art of Egypt and Mesopotamia, Introduction to Archaeology, Archaeology: Cultures, Technologies, Methods and Theories

EXPERIENCE

Curatorial Intern May 2010-Aug 2010
Smithsonian Institution, National Museum of American History - Washington, D.C.

- Photographed, described, and documented artifacts
- Assisted with historical research for use in Museum publications, exhibitions, and public programs
- Cataloged and numbered objects to prepare for housing
- Reviewed concept documents for exhibition development
- Utilized research skills and demonstrated the ability to work independently and on a project
- Gained experience with exhibition development

Gallery Assistant May 2009-Aug 2009
Studio Zen Art Gallery - Frederick, MD

- Applied organizational skills to assist with planning exhibitions and creating programs
- Gained knowledge of gallery operations and administration
- Greeted patrons and answered questions regarding the art on display

ADDITIONAL EXPERIENCE

Sales Associate, Trellis Boutique - Frederick, MD Jan 2008-present
Administrative Assistant, Hood College Career Center - Frederick, MD Aug 2007-May 2008

ACTIVITIES/VOLUNTEER

Member, International Club 2009-present

- Participate in efforts to promote awareness of diverse cultures on campus; coordinate and plan events and campus outreach programs

Habitat for Humanity 2007

- Volunteered time to work on a house building project, demonstrated leadership and interpersonal skills, gained appreciation of teamwork and community service

SKILLS

Computer: Microsoft Word, PowerPoint, Access and Excel; *Languages:* Fluent in Spanish