

To apply for a GPE Fellow position: Submit an updated resume and cover letter to [gsasprofessionaldevelopment@yale.edu](mailto:gsasprofessionaldevelopment@yale.edu) with the subject header “[Name of Fellow position]” by December 8 at 11:59 p.m.

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## **Curatorial Assistant for Exhibitions—Beinecke Rare Book and Manuscript Library**

**Mentor:** Rachel Herschman, Exhibitions and Publications Program Director, Beinecke Rare Book and Manuscript Library

**Fellow Title:** Curatorial Assistant for Exhibitions—Beinecke Rare Book and Manuscript Library

**Organization Name:** Beinecke Rare Book and Manuscript Library

**Organization Website:** <https://beinecke.library.yale.edu/>

### **Organization Description:**

The Beinecke Rare Book and Manuscript Library at Yale University is one of the world’s largest libraries devoted entirely to rare books and manuscripts. Opened in 1963, it supports scholarship across the humanities with unparalleled collections ranging from ancient papyri, medieval manuscripts and early modern texts to American literature, African American arts, and works by living authors. Housed in an iconic marble building designed by Gordon Bunshaft of the architecture firm Skidmore, Owings & Merrill, the Beinecke is a vital cultural center for research, exhibitions, and knowledge creation, advancing Yale Library’s mission to inspire discovery and critical inquiry across disciplines. Beinecke exhibitions are a core tenet of the Library’s programming. These deeply researched presentations serve as an entry point for public engagement; highlight new scholarship; support student learning; and offer opportunities to spark new research and foster dialogue around the collection.

### **GPE Fellow Responsibilities:**

We seek a Curatorial Assistant for Exhibitions Fellow to support the Exhibitions and Publications Program Director and assist faculty curators with preparations for upcoming Beinecke exhibitions.

- Assists faculty curators as well as the Exhibitions and Publications Program Director with exhibition planning, organization, and checklist research
- Gathers information about exhibition objects; maintains and updates exhibition checklists

- Collaborates with exhibition productions staff and curators on layout development including handling of collections objects and flagging page openings
- Clear image permissions for publications

**Desired GPE Fellow Qualifications:**

A strong candidate for this position would be a graduate student in the humanities or social sciences with an interest in careers in museums, libraries, curatorial affairs, and/or publishing. They should possess outstanding attention to detail, strong written and oral communication skills, and have the ability to work independently on assigned tasks and to meet agreed-upon deadlines. Familiarity with the conventions of collections research and/or research experience working with rare books, manuscripts, or archival materials preferred. Proficiency in Spanish is most welcome but not required.

**GPE Fellow Learning Objectives:**

This position offers an opportunity for those curious about careers in museums, galleries, and libraries to gain an understanding of some of the fundamentals of exhibition development. In this role, the Fellow will learn about the curatorial process for exhibitions that showcase fresh scholarship in accessible ways to welcome new audiences.

**Number of Available Positions:** 1