

Museum Curator

Location: *Minneapolis, MN*

WELLS
FARGO

Job Opening ID #5396545

Expiration date: 04-01-2018

At Wells Fargo, we have one goal: to satisfy our customers' financial needs and help them achieve their dreams. We're looking for talented people who will put our customers at the center of everything we do. Join our diverse and inclusive team where you'll feel valued and inspired to contribute your unique skills and experience.

Help us build a better Wells Fargo. It all begins with outstanding talent. It all begins with you.

Wells Fargo's Chief Administrative Office (CAO) consists of enterprise functions that work together to promote and protect the Wells Fargo culture and brand, and support our team members. Groups within CAO work to protect our reputation, tell our story, bolster team member engagement, connect with our customers, and bring new and innovative solutions to life. CAO functions include Commitment to Customer, Corporate Responsibility & Community Relations, Data Management & Insights, Human Resources, Marketing, and Stakeholder Relations.

The Minneapolis Wells Fargo Museum Curator will oversee the day-to-day operation of this location to ensure quality, efficiency, and the highest professional standards and museum practices.

Additional Responsibilities Include:

- Assists Associate Museum Manager with marketing and business development opportunities, supports establishing strong ties with the local education and museum community, historical research and writing, exhibit support and maintaining public and community relations
- Presents programs and written materials to assist internal groups in marketing the company history and image or to educate external groups including students
- Represents Historical Services at smaller professional, business and community events and may promote WF history in various forms of local media
- Performs activities related to instruction, exhibitory, research and public service of Wells Fargo Historical collection
- Presents programs and written materials to assist internal groups in marketing the company history and image or to educate external groups including students
- Works collaboratively with support organizations
- Mentors support staff and ensures they are well trained as well as professional

The Wells Fargo History Museum is free and open to the public 5 days a week from 9:00 a.m. to 5:00 p.m. This is a full time, benefits eligible position. Parking is not provided. The museum is located at 90 S. 7th Street, Minneapolis, MN 55402 and does not offer relocation assistance.

Required Qualifications

- 3+ years of experience in one or a combination of the following: museum services, historical services, marketing, or educational instruction



Desired Qualifications

- Experience with emerging technologies, including social media
- Experience presenting educational programs/teaching to a variety of audiences
- Sound understanding of US History
- Experience with MS Office Suite, including Outlook, Word, Excel and PowerPoint
- Effective written and verbal communication skills
- Ability to speak in front of an audience
- Ability to be flexible and think on your feet
- Highly organized with meticulous attention to detail
- Personable, upbeat, "can do" attitude
- Team oriented professional who takes initiative and requires little direction or supervision
- Experience building relationships and working effectively within diverse communities
- Ability to stand for periods of 1 hour or longer

Job Expectations

- Ability to lift 40+ pounds

To view the full job description and apply

- Visit Wells Fargo Careers Site: wellsfargo.com/careers
- Click on **Search Jobs** and **Search Jobs Now***
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*If job search returns with no results, posting is no longer active.