

Reports to: Foundry Operations Manager

Status: Full time, Nonexempt

Mission and Description of the Metal Museum

The Metal Museum is the only museum of its kind in the country dedicated to preserving, promoting, and advancing the art and craft of fine metalwork. The Museum engages the metals community and the surrounding region through exhibitions, collections, studio practice, and community education and engagement. The permanent collection and exhibition program reflect a wide range and mixture of metalsmithing, including ferrous and nonferrous metals, hollowware, jewelry, and architectural elements. With its unique focus on artwork and fine crafts made in metal, the Metal Museum helps initiate and promote dialogue and understanding of the field and its relevance in our modern culture.

Purpose

To assist the Foundry Manager with commissioned projects and classes, to serve as an ambassador of the Metal Museum and the metalworking community, and to advance design, fabrication, and business skills.

Essential Functions and Responsibilities

- Design and fabrication of commissioned projects under the guidance of the Foundry Manager.
- Foundry maintenance and cleaning.
- Share workspaces with employees, interns, and volunteers.
- Assist with educational programs, including classes, hands-on activities, school, and summer programs.
- Weekly and scheduled demonstrations
- Daily interaction with Museum visitors
- Be available to lock up after hours and during events.
- Clean grounds after events and after inclement weather.
- Coordinate vacation schedule with staff living onsite.
- Assist during exhibit change
- Assist during events including set-up and breakdown
- Participate in all Museum events including openings, lectures, and artist talks
- The Metal Museum is currently scheduled to move to a new location during the summer of 2026. A unique part of this apprenticeship will be to help the staff plan, pack, move and set up the Metalworking Facilities at its new campus while still meeting the needs of the Museum visitors and commission clients.

You are expected to, encouraged, and supported to achieve the following

- Advance foundry skills, design, and administrative skills.
- Use your personal access to the shop in off hours to create a new body of work.
- Take a leadership role in organizing and participating in an annual group exhibition, under guidance of Museum staff.
- Apply for an emerging artist grant to attend a workshop or conference.
- Learn other metalworking techniques and expand your knowledge of all areas of the Museum.

Qualifications & Qualities of the Ideal Candidate

- BFA in Metal Arts or comparable training preferred
- Valid driver's license required
- Experience in metal casting and mold making required
- Able to lift a minimum of 75 pounds
- Genuine interest in museums, metalworking, and visual arts strongly desired.
- Enjoys networking with other individuals in the field to identify new and established talent.
- Ability to work with a diverse array of people, including Museum guests, supporters, clients, vendors, volunteers, and staff, in both large and small groups.

Hours, Compensation, and Benefits

The work week for this position is Tuesday through Saturday, 9:00 AM – 5:00PM, with rotating Sundays. Additional hours (nights and weekends) may be required during exhibit change, Museum events, and to meet deadlines on commission work. All full-time staff are expected to be available to assist with Museum events. All Museum staff must be available the week of Repair Days, which is held annually in the fall.

Apprentices will be compensated a total of \$26,000 for the duration of apprenticeship and paid on a biweekly basis. Benefits include onsite housing, access to the studios after hours, health and dental insurance, and vacation and sick leave.

Accommodations

The Metal Museum is located on 3.2 acres on the Mississippi River in a former merchant marine hospital. Apprentices and Interns are housed in the east side of a duplex that accommodates up to four people at a time – two of the rooms are for apprentices. There is the basement room with private bath and living area, the second-floor south room with private bath and the second-floor north room with shared bath and private porch. Rooms are assigned as available. All residents share the common areas, including the kitchen, dining room, living room and basement laundry facilities. The short-term visitor guest room is where the Summer Intern is housed, and that room shares a bath with the north room. The Summer Intern's room has a full-sized bed. Sheets are available upon request, however bringing your own is recommended. No pets permitted.

Housing includes utilities, internet access, and secured onsite parking. Housing is for apprentices, interns and short-term guests. Non-Metal Museum employees and pets are not allowed to reside long term on Metal Museum property. Living off-site is an option, however no additional compensation is offered for this option.

To Apply

Complete application form at metalmuseum.org/apprentices. Application must include a letter of interest, resume, three letters of recommendation, and a portfolio of 20 images. **Please, no phone calls.**

The Metal Museum is committed to building a culturally diverse staff and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. We strongly encourage LGBTQIA+ individuals, people with disabilities, Black, Indigenous, and people of color to apply.