

JOB TITLE	Research, image manipulation and scanning, photoshop and powerpoint preparation, web design or maintenance for East Asian art history research and teaching.
DEPARTMENT NAME	Art History
JOB LOCATION	School of Art
CONTACT/SUPERVISOR	Cynthia J. Bogel, Associate Professor
PHONE NUMBER	206-543-1224 (Complete 10-digit number)
EMAIL ADDRESS	cjbogel@u.washington.edu
BOX NUMBER	353440
EMPLOYMENT PERIOD	Summer Only [] Sum & Acad Year [X] Acad Year Only []
HOURS PER WEEK	Sum: 40 hrs/wk [] up to 19 hrs/wk [X] Acad Yr: up to 19 hrs/wk [X] It will vary.
RATE OF PAY	\$10.00-\$15.00 per hour depending on work and skills

Duties and Responsibilities:

Some but not all of the following: Digital scanning and image preparation for lectures and website. Web site creation and maintenance. Photoshop and Powerpoint slide presentation preparation. Photocopying and file organizing. Research. Chinese or Japanese writing and reading skills could be put to use.

Minimum Qualifications:

Some but not all of the following: Possess the skills to perform high-quality scanning and refining (Photoshop) of images in books, on the internet, and from slides. Thorough knowledge of skills needed to manipulate and refine images for teaching and publishing needs. Willingness to work with foreign languages and diacritical marks and to learn new software. Expertise not just familiarity with Photoshop and Powerpoint. Essential: be organized and reliable. Be willing to perform creative tasks as well as routine tasks. Not required but helpful: Chinese or Japanese reading and writing skills

Educational Benefits:

New knowledge of art and culture of Asia, development of skills related to web site design and maintenance, new skills in image management, art history vocabulary, research techniques.

OFFICE USE ONLY

Job Class Code: 0875 0872 Grad: 0881 0882 0883
 51% Comp. to Classified: Yes [] No []
 State [] Federal []
 Open [] Closed []

JOB NUMBER:

11ARTS06

JOB CATEGORY:

ARTS/MEDIA