

Bates | Museum of Art

**The Marsden Hartley Legacy Project:
The Complete Paintings and Works on Paper**
hartleylegacy@bates.edu

Research Assistant – Job Description

Overview: Of the noted American artists of his generation, (O’Keeffe, Dove, Marin, Demuth), Hartley (1877–1943) has as yet no publication of his complete oeuvre. Accordingly, independent art historian and long-time Hartley scholar, Gail R. Scott and the Bates College Museum of Art are collaborating in this stewardship role with the **Marsden Hartley Legacy Project: The Paintings and Works on Paper** (MHLP). This comprehensive, annotated online catalogue of all known paintings and works on paper created by the artist during his lifetime will establish a legacy befitting Hartley’s place in American art. Using PanOpticon’s cloud-based platform, the MHLP is currently well into the research phase.

Position Description and Requirements: The MHLP currently seeks a one year (with possibility of second year), New York City-based person with excellent art history research skills and database experience, including provenance searches and exhibition history and bibliographic citation forms and protocols. Experience on catalogues raisonné is an advantage. The research is used to populate the MHLP’s cloud-based database. The position of Research Assistant is an Independent Contractor, who will work independently at the direction of the MHLP Project Director.

Job responsibilities:

- provenance research on individual artworks
- locating buyers and sellers of auctioned and purchased works
- verifying and updating artwork records (inputting and editing data for format consistency)
- conducting research at libraries and archives as necessary
- communicating with museums, auction houses, galleries, and private collectors to find documents and update object histories
- self-motivated persistence and follow-up until tasks are completed

A future second area of responsibility will focus on completing, augmenting, verifying, and editing entries for exhibition histories and bibliographic data for each work of art, requiring bibliographic skills to find exhibition catalogues, books, journals, newspapers, and digitized records.

Qualifications

The ideal candidate will have an advanced degree in art history and experience doing catalogue raisonné research or preparing museum/gallery publications, and should possess the following aptitudes and qualities:

- experience researching provenance, literature, and exhibition sources and records
- familiarity with scholarly standards for research and documentation
- experience entering data into a catalogue raisonné or collection database; familiarity

with cataloging database systems

- meticulous attention to detail; able to manage and document large amounts of data with precision and consistency
- excellent administrative and communication skills (oral and written)
- works well independently as well as collaboratively with the **Legacy** team
- excellent time management skills; able to plan and independently manage workload to meet short- and long-term project deadlines
- strong interpersonal skills; able to interact with a wide range of people including curators, collectors, gallerists, and auction house personnel
- complete discretion with confidential information
- proficient with Microsoft Word, Excel, scanning software and hardware, adobe Create, and Adobe Photoshop
- knowledgeable about or interested in the work of Marsden Hartley

The position can either be a three-quarter, or full-time appointment, starting January 2, 2023.
Compensation: \$50,000 - \$65,000

Please submit a CV, cover letter, and the names and contact information of two references addressed to Gail Scott, Project Director at hartleylegacy@bates.edu