

# Hannah Schiffman

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## EXPERIENCE

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### Membership and Annual Fund Intern

Solomon R. Guggenheim Museum | New York, NY | 2020

- Resolved daily donor inquiries through phone and email, processed PayPal gifts, and maintained up-to-date constituent records for large international member database.
- Directly solicited donations by preparing mail merging documents, tax acknowledgment letters, catalogue benefit letters, and gift membership acknowledgment letters. Facilitated in-person member programs (exhibition opening parties, private curator tour).

#### Key Accomplishment:

- Offered paid temporary position through late Spring with Individual Development (cancelled due to COVID-19 pandemic).

### Visitor Studies Intern

Kansas Historical Society | Topeka, KS | Fall 2019

- Developed extensive research for museum administration to consult for future permanent exhibition redesign
- Evaluated visitors' usability experience with assessment of SWOT (strengths, weaknesses, opportunities, and threats) of current exhibition spaces - primarily concerned with navigation, exhibition design, signage, and visitor interaction.

### Gallery Assistant

Kansas Children's Discovery Center | Topeka, KS | Fall 2019

- Monitored gallery floor, special exhibit area, and outdoor adventure area to ensure safe play while providing educational moments for all visitors.

### Guest Exhibition Curatorial Assistant

Museo Stibbert | Florence, Italy | Spring 2019

- Researched and wrote a wall text and ten object labels for one of seven display cases.
- Trained in object handling, exhibition preparation and installation, and how to develop a social media campaign

### Shabbat Intern Coordinator

KU Hillel | Lawrence, KS | Spring 2018

- Recruited and supervised team of five interns for weekly Shabbat program execution while corresponding with Program Director for program planning details and process

### Adult Public Programs Intern

Crystal Bridges Museum of American Art | Bentonville, AR | Summer 2017

- Coordinated inaugural weekly outdoor concert series (10 weeks) with thousands in attendance
- Closely collaborated with different performers, museum staff and volunteers prior to, during, and after each program
- Supported execution of all museum programs on the summer calendar

## EDUCATION

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### Marist College and Istituto Lorenzo de' Medici | Master of Arts in Museum Studies

Florence, Italy | Graduated Summer 2020

- Thesis: "Rembrandt in the Galleries: Before and After the Findings of the Rembrandt Research Project"

### University of Kansas | Bachelor of Arts in Art History, Psychology, Minor in Leadership Studies

Lawrence, KS | Graduated Spring 2018

- Intern at KU Hillel, Founder and Vice-President of KU Art History Club, Kansas Women's Leadership Institute

## SKILLS

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Raiser's Edge, Tessitura, Altru | Instagram, Twitter, Facebook, YouTube, TikTok, OBS/Streamlabs | Intermediate Spanish reading and writing competency | MLA, APA, Chicago, MHRA writing styles