



MASON WILSON

Senior Gallery Assistant

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PROFESSIONAL SUMMARY

A dedicated art professional with over seven years of experience in gallery operations, I specialize in enhancing visitor experiences and facilitating engaging exhibitions. My background encompasses artist collaboration, exhibition management, and community outreach. Committed to fostering a vibrant cultural environment, I strive to create welcoming spaces that celebrate artistic expression.

WORK EXPERIENCE

Senior Gallery Assistant

WidgetWorks Inc.

📅 Feb / 2021-Ongoing

📍 Denver, CO

1. Supervised the intake and return of artworks, ensuring proper documentation and care.
2. Collaborated with artists nationwide to create impactful site-specific installations.
3. Managed multiple projects under tight deadlines, demonstrating strong organizational skills.
4. Worked independently and as part of a team to execute high-quality exhibitions.
5. Utilized a creative eye to assist in the design and layout of gallery spaces.
6. Performed data entry and bookkeeping related to gallery operations and contributors.
7. Provided administrative support, including managing phone inquiries and the gallery calendar.

Gallery Assistant

Lakeside Apparel Co

📅 Feb / 2018-Feb / 2021

📍 Chicago, IL

1. Engaged directly with artists to facilitate their exhibition needs and requirements.
2. Applied knowledge of exhibition installation and de-installation practices to ensure smooth operations.
3. Maintained an organized archive of exhibition materials for future reference.
4. Supported gallery staff with public events and openings, enhancing visitor experiences.

EDUCATION

Bachelor of Arts in Art History

University of California

📅 Feb / 2015-Feb / 2018

📍 Chicago, IL

Studied various art movements and their cultural impacts, with a focus on contemporary art.

SKILLS

Attention To Detail

Art Cataloging

Visitor Engagement

Art Sales

Marketing Strategies

INTERESTS

🎨 Art

🤝 Volunteering

🌲 Hiking

🧘 Yoga

STRENGTHS

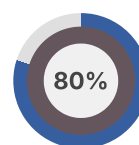
🔍 Criticality

☰ Detail-oriented

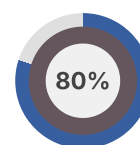
🗨️ Diplomacy

😊 Enthusiasm

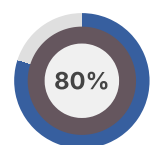
LANGUAGES



English



Italian



Japanese

ACHIEVEMENTS

★ Increased visitor attendance by 30% through innovative programming and outreach initiatives.

★ Successfully curated and managed over 15 exhibitions, enhancing the gallery's reputation within the community.