



CLARK COUNTY DEPARTMENT OF PARKS & RECREATION

2601 E Sunset Road
Las Vegas, NV 89120
(702) 455-8200

www.ClarkCountyNV.gov

Part-Time Employment

**For the position of Recreation Assistant for Public Art
Part-time Position (Curator)**

Location: Sunset Park

2911 E Sunset Rd, Las Vegas, NV 89120

Phone (702) 455-8685

CCPublicArt@ClarkCountyNV.gov

SALARY

\$20.00 Part-Time Hourly

OPENING DATE: October 2, 2025

CLOSING DATE: October 15, 2025 or the first 25 applicants

ABOUT THE POSITION:

The Public Art Office is seeking a curator to oversee the Winchester and Rotunda Galleries. Our calls for art are open to all, themed, and selections are made by a guest judge. The curator identifies the guest judge, collaborate with the judge on a theme, creates the call paperwork, organizes the applications, creates marketing materials and distributes those materials through outreach and digital marketing, create press releases and social media posts, corresponds with artists, hangs artwork, creates labels and text for the exhibit, and frequently checks and maintain exhibits. This position is required to work weekdays, weekends and will need to work some evenings.

Work schedule is Monday and Wednesday from 8:00 am – 5:30 pm with a .5 unpaid lunch. Additional hours and days vary depending on the exhibit. Part-time employment will not lead to permanent employment. This position is 18 hours a week. Part-time hourly employees are used to fill positions normally less than twenty (20) hours per week. Part-time employees do not receive benefits.

MINIMUM REQUIREMENTS

Education and Experience: Candidate must be 18 years of age. High school diploma or equivalent is a must.

Preferred Qualifications: Preferred applicants have some experience curating, have knowledge in excel and word documents. Familiar with grant management software such as Submittable or similar. Applicant must work with minimal instruction, leadership, and supervision with a positive attitude and have strong writing and editing skills.

Licensing and Certification: First aid, CPR, and AED certification may be required.

Working Conditions: Part-time work, able to lift, and must hold a current driver's license.

Background Investigations: Employment is contingent upon the results of a background investigation & drug test.

APPLICATION PROCESS:

Applications can be picked up at any Parks & Recreation facility or can be downloaded at
https://www.clarkcountynv.gov/government/departments/parks_recreation/services/employment

Submit your application to
CCPublicArt@ClarkCountyNV.gov

Clark County Is An Equal Opportunity Employer

04/09