

Juliet Hawkins

021 631 198

juliet_hawkins@hotmail.com

Skill Summary

- Technical Design
- Illustration
- Display design and production
- Project Management
- Concept branding and logo design
- Communication
- Customer Services
- Collections Management

Professional Experience - Freelance

Consultant: Design, Illustration, Display

Auckland Museum

Exhibits and Display

Coordinated and assisted development of exhibits for key galleries and exhibitions. Provided advice and technical display expertise to ensure that exhibits were realistic, representative and informative. Created natural history models, retouched specimens, assisted with layout and labels. Fabricated replicas to support Education Programmes.

- Egypt: Beyond the Tomb 2007

- Volvo Vikings 2006
- ANZAC day display 1999
- Maori galleries redevelopment 1999
- Natural History Gallery Development 1998
- Bell South Pharaohs 1997
- Fisher Price Toy Show 1996
- Scars on the Heart 1996

Compaq/Microsoft

Product Launch

- Back in Black product launch 1997
- Story Board Presentation 1997
- Tv2 Mega Days 1996

Auckland Maritime Museum Education

Illustrations and Logo Design

Provided logo and art work for company branding and web site education links.

- Education Programmes Web Site 1999
- The Maritime 1999
- Pirate Exhibition 1997

Ernest and Marion Davis Library Auckland Hospital

Design and Display

Design and set up of technical medical display. Researched and liaised with hospital staff to provide interpretation of technical subjects that was accessible and easy to digest.

- Photography & Display, Apothecary Jar Collection 2001
- Library Book Plate 1997
- History of Medicine Aotea Centre 1997

New Zealand Historic Places Trust

Researched primary and secondary collections and literature to provide realistic illustrations and support material for property interpretation.

- Ellerslie Flower Show - Highwic 2006 - Signage
- Illustrations Highwic 2000
- Garden Plans Alberton 2000

MOTAT

Exhibits and Display

Designed and project managed installation of new exhibitions. Preventative conservation.

- Quicker, cooler...better? (changing technology) - Research & write labels for temporary exhibition 2007
- Bomber Command - Re mount & display photographic images 2005
- Freewheelin' (history of the bicycle) 2003/4.
- Richard Pearce 2002

ARA Masonic Lodge - 2005 to 2009

Display historic artifacts - clean and repair artifacts, prepare labels and design layout.

Photograph collections and chattels

Northern Club - 2004

Registration of framed art collections.

Vessel Management Services - 2004

Designed and produced mount prototype for fossil ammonite to be displayed on board Liberté. Contracted glass artist to produce finished article. Repair and re display damaged artifacts.

Portage Ceramics Trust - 2008 to 2009

Registration of Crown Lynn Collection. Clean, number, catalogue and pack objects in preparation for storage & exhibition.

NZHPT - 2009

Photograph, condition report and catalogue Highwic House collections.

Professional Experience

Ernest & Marion Davis Library (2002 - present)

Curator

Responsible for the care and management of the Medical History collections. Registration of artefacts using E.Museum software. Co-ordinate the bookings for conferences and lectures within the centre. Administration of centre usage, accounts and onsite facilities management (liaising with Security, Contractors, Maintenance and Auckland Hospital staff)

New Zealand Historic Places Trust (1997-present)

Relief Curator/Functions Curator Highwic and Alberton 1997 - present

Responsible for care and management of Alberton and Highwic historic house museums. Lead visitor groups, research historical material, assist with promotion and event management, set up and staffing of wedding and corporate functions.

Conservation Housekeeper 1997- 2000

Maintain and care for historic house collections using conservation techniques. Record preventative conservation.

Registration Coordinator Highwic 1997 (4 month contract)

Responsible for the registration of Highwic's heritage collection. This involved assessing the collection, organising appropriate storage areas, recording individual collection items both photographically and on a written condition report form. Liaised with the Curator to ensure that the appropriate care and attention was given to items such as historic photographs, artworks, textiles and household goods.

Auckland Museum (1984-1995)

Art Technician and Loans Officer School Services

Coordinated, developed and maintained the museum loan collection of educational resources for schools, libraries and resource centres. Responsible for the development of new displays in consultation with other museum education specialists. This included innovative resources and multi-media kits such as dioramas, models, displays, charts and illustrations. Maintained, conserved, and evaluated the loan material and upgraded each resource to encourage existing and potential customers interest.

Amex Custom Prints (1982-1984)

Artist, Screen and Film Preparator

Assisted in all stages of print production from liaison with clients to assess their print needs, production of finished artwork and preparation of screens ready for printing. Responsible for photographing existing artwork onto film transparency and liaising with Production Manager to ensure orders and delivery met client needs, time restrictions and budget.

Crown Lynn Potteries (1979-1982)

Ceramic Designer and Photographer

Produced popular ceramic patterns by liaising with Sales and Marketing division. Applied knowledge to surface, package and shape design. Promoted ceramic design by preparing colour mockups and renderings for in - house trials. Coordinated individual displays for clients, and trade fairs. Photographed products for marketing.

Publications

Education Resource Books/Kits

Auckland Museum

- Caltex Volcanoes and Giants 1994
- Firth Dinosaurs 1984

Motat

- Mechanisms 2000
- Buildings and Structures 1997

Red Beach School

- Mission statement 2006

Maritime Museum

- @ Ports.AK 1998

Auckland Observatory

- Moon and Stars 1996

Exhibition Catalogues

Auckland Museum

- Caltex Volcanoes and Giants 1994
- Firth Dinosaurs 1984

Books

- The Story Sack, Playcentre Publications 2006
- Dance Upon A Time, Playcentre Publications 2004
- NZ Songbirds , Godwit/Reed 1994
- Powell's Native Animals of NZ, Auckland Museum 1987

Qualifications

Education

1976 - 1978 Auckland Institute of Technology Diploma Graphic Design

Memberships

2007- 2009 INNZ (Interpretation Network New Zealand)

2002 - 2006 Auckland Medical History Society

2001 - present Auckland Educator's Group

1996 - present Geological and Lapidary Society

1984 - 1998 Science Liaison Group Education Advisory

1990 - 1996 NZEI

1984 - 1996 MEANZ

1986 - 1995 Auckland Museum Social Club Committee

Professional Development

2006 Peter Mintern Jewellery School, Term 1 night classes

2006 National Services Workshops – ‘Fundraising’, ‘Sponsorship’ and ‘Exhibition Techniques’

2000 Lapidary and Silversmithing workshops (since 1996)

1998 Preventative Conservation Workshop Auckland City Art Gallery

1995 Exhibitions Group of Aotearoa Wellington

NZEI Tall Poppies Wellington

Kiwihost Tourism Course

1994 Computer Course AppleMac Claris Works

MAANZ/MEANZ Conference Palmerston North

Jewellery Course UNITEC – one year night classes

1992 Computer Course – Desktop Publishing

- MEANZ workshop 'Keeping it Alive'. Towards a better understanding of Nature and Culture in Aotearoa Wellington
- 1989 Egyptian Course Auckland University
- Melbourne Museum Preparatory department
- MEANZ Dunedin workshop "Looking ahead in Museum Education"
- 1988 England – liaised with museum education services in UK and Europe
- 1987 MEAA Technology & Education in Museums Brisbane
- 4 week Audio Visual course Auckland Museum
- 1986 MEANZ Interpretation and evaluation in Cultural Institutions New Plymouth
- Australia – visited museums and zoos
- Museum education resource production Wellington
- Waikato Museum in-service course
- 1981 Japan – 3 week tour of studio and commercial potteries

Referees

Cheryl Laurie

Manager, Highwic NZHPT

Phone: 09 5245729 (Wednesday – Sunday)

Email: highwic@historic.org.nz

Dave Wright

Director, Wright Directions

Phone: 09 8174415

Mobile: 021 633628

Email: wdirections@clear.net.nz

Wendy Johnstone

Consultant Educator

Phone: 09 4159587