


[About ESA](#)
[Join / Renew](#)
[Sections](#)
[Branches](#)
[Awards](#)
[Pay Invoices](#)
[Member Log-In](#)

ENTOMOLOGICAL SOCIETY OF AMERICA

Sharing Insect Science Globally

[home](#)
[about entomology](#)
[member resources](#)
[meetings](#)
[publications](#)
[news / policy](#)
[students](#)
[career center](#)
[networks](#)

ESA Jobs

[Search All Jobs](#)

Company Information

Company Name: Field Museum of Natural History
 Location: Chicago, Illinois, USA

Position Details

Position Title: Insect Collection Manager
 Job Type: Regular

Collection Manager, Insects - Field Museum of Natural History, Chicago, IL, USA

The Collection Manager is involved in all aspects of care and maintenance of the Field Museum insect collection and collaborates with Curators in management of the collection. This position will also interact with the FMNH Action and Integrative Research Centers, as well as Education and Exhibits.

This position will have the opportunity to conduct research to a limited extent.

Responsibilities

- Preparation, identification, care and organization of specimens (and associated material)
- Training and supervision of staff and volunteers in their collection related duties
- Provide assistance to visitors in their use of collection, and processing recently collected material, as well as outgoing and incoming specimen loans, loan recalls and loan returns
- Maintain records relevant to the collection (KE EMu catalog, loan invoices, accession files, field notes)
- Provide the public and professional contacts with information they need from the collection (including digitizing specimens)
- Develop grant proposals for collections improvements and liaise with Federal and State authorities and other Entomology collectors and researchers
- Monitor and maintain collection supplies and equipment
- Incorporate new material into collection including sorting and ID-ing, preparing specimens, cataloguing, labeling and installation

Qualifications

- Masters in Biology (with an emphasis in Entomology) with at least 3 year's collection experience; PhD. (with an emphasis in Entomology) desirable
- A well versed background in Entomology is required, including familiarity with other Entomology collections and researchers
- Knowledge of taxonomic principles, and Entomology collection management
- Strong organizational skills necessary to keep collection accessible



ENTOMOLOGY 2014
Grand Challenges Beyond our Horizons
 ESA 62nd Annual Meeting
 November 16-19, 2014, Portland, OR

join ESA

Take advantage
of what ESA has
to offer!



- Familiarity with personal computers, and collection databases
- Knowledge of international and domestic regulations for shipment of alcohol-preserved specimens
- Supervisory skills necessary for directing collection personnel
- Digitization skills highly desirable

Deadline for applications: July 15, 2014 (end of day)

Apply online: <http://www.fieldmuseum.org/about/employment>



- ▶ [Buyer's Guide](#)
- ▶ [Certification](#)
- ▶ [Partnership Opportunities](#)
- ▶ [Contact](#)

© 1995–2014 Entomological Society of America
3 Park Place, Suite 307
Annapolis, MD 21401-3722
tel: 301-731-4535; fax: 301-731-4538
esa@entsoc.org

[Disclaimer](#) | [Privacy Statement](#)

If you know of changes that need to be made to this site, please contact the [Webmaster](#).

Site designed by [The Brick Factory](#)