



This is what I can do for you

Björn Pettersson

I can fill several roles in your organization. Due to my work experience and education I can help you with exhibitions, collections, education, research, communication, create content, administration, marketing and a lot of other things. Contact me if you have any questions.

Museum and art gallery work

I can;

- Take responsibility for exhibition work and related activities
- Create temporary exhibitions
- Participate in the creation and development of permanent exhibitions
- Participate in the creation, implementation and evaluation of public activities
- Write exhibition texts, create ads, posters and printed matter
- Evaluate exhibition proposals
- Marketing exhibitions in different channels
- Work with people, building relations and communities

Participate in senior management groups;

- Plan, manage, implement, coordinate and evaluate projects and activities
- Write plans and policies
- Compile museum statistics
- Work with budgets
- Receive guests, artists and specialists
- Create and maintain contact networks
- Run several projects in parallel
- Work in museum shops

Management of art collections;

- Inventory of art and object collections
- Write art policies
- Work with databases, including register art and other objects.
- Evaluate and acquire new art registration systems
- Handling artworks
- Research about artworks, artefacts and different subjects
- Manage and administer art storages

Education and experience;

- Art historian (M.A.)
- Curator education
- Curator assistant
- Museum educator
- Art gallery assistant
- Film historian (M.A. - level)
- Theoretical philosophy (B.A.)
- Art educator course

Communication work

I can work with;

- Communication and marketing
- Content Management Systems (CSM): Joomla, Wordpress and Drupal
- Develop, Manage and update websites
- Social medias: Facebook, Instagram and Youtube
- Manage e-mail campaigns
- Desktop publishing: Indesign, Canva, Scribus
- Multimedia presentations
- Photography
- Digital image editing; Photoshop, Gimp
- Filming and editing film
- Finding relevant information

Education and experience;

- B.A. level university education in media
- Information manager
- Web editor

Analytical work

I can;

- Conduct research, I have written several bachelor and master degree thesis
- Learn new things in a short period of time
- Analyze various subjects from a scientific and philosophical viewpoint

Björn Pettersson
+46 730 256 831
bjorn.adam@mail.com
www.bjornadam.com

- Analyze different proposals and agreements
- Examine public interest for proposals regarding different exhibitions and activities.

Relevant education and experience:

- Theoretical philosophy, B.A.
- I have written a B.A thesis in Cognitive neuroscience
- Worked with target groups marketing
- Worked with building relations with the audience

Educational work

I can;

- Educate all kind of groups, stretching from children to retired people
- Explain different subjects in accordance to the knowledge level of the group
- Educate about a wide variety of subjects
- Create, develop and evaluate educational programs
- Work with disabled children
- Conduct school visits
- Hold workshops

Education and experience:

- Museum educator
- Church educator
- University teacher
- Lecturer
- Museum Guide
- Various courses in pedagogy

Writing and content

I can write;

- Journalistic; news and articles
- Information texts
- Marketing texts
- Monthly newsletters
- Instruction texts
- Grants applications
- Reports
- Legal contracts
- Academic thesis
- Books, novels and poems

I am experienced in:

- Edit texts
- Proofread texts
- Control facts in texts

- Putting together texts and images

Administration

I can;

- Plan, manage and coordinate different activities, projects, manage calendars and keep deadlines
- Independently run different and parallel projects
- Follow up and evaluate various projects, events and activities
- Administer grants applications
- Write legal agreements
- Update member register
- Write agendas and protocols
- Booking transports of exhibitions, art works hotel rooms, cars and facilities for events and meetings
- Administer e-mail campaigns
- Administer up to 160 confirmation students
- Administer confirmation student camps with up to 100 participants
- Take responsibility for volunteers
- Perform general office tasks and routines

Experience:

- Administrator
- Personal Assistant (PA)

Miscellaneous

I can;

- Work with most people, social competent
- Never give up
- Easy adapt to new conditions and environment
- I am not prestigious, for me its important that the job is done in the best possible way. I have no need to be in the spotlight.
- Say NO. During my stay in Nairobi I've got a very good training by turning down annoying street vendors

I have;

- A driving license for car and snowmobile
- Great physical strength
- A good health and I'm almost never sick
- Experience of working with dogs