ART HISTORIAN, CLIENT RELATIONS & CUSTOMER CARE

SARA BALDINI



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Art historian specializing in contemporary art. In her Master's thesis, she focused on the First and Second Congresses of Black Writers and Artists (Paris, 1956; Rome, 1959), two major events that contributed to advancing the anti-colonial struggle across artistic, cultural, and identity-related spheres. She also examined how these congresses are represented today through the analysis of cultural events and exhibitions held in Paris and Rome over the past decade. With three years of experience working in museums, cultural institutions, and art galleries, she has developed expertise in cultural mediation, guided tours, exhibition and collection research, as well as bookstore and museum shop management, archival cataloguing, and classification.

LANGUAGE SKILLS

- Italian: Native language
- English: Professional Working Proficiency – Solid command of the language for daily business tasks, customer care, and verbal communication.
- French: Full Professional Proficiency – Fully fluent in business communication, negotiations, and client relations.
- German & Spanish: Elementary Proficiency Suitable for basic front-desk interactions and greeting international clients.

DIGITAL SKILLS

- Advanced proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
- Proficiency in Canva and visual content creation tools
- Skilled in Google Workspace (Docs, Sheets, Slides, Drive)
- Advanced proficiency in Windows and macOS ecosystems
- Administrative & Editorial Management: Drafting summary documents, proofreading, managing editorial workflows, tracking cultural production timelines, and archiving/cataloging documents.

ART HISTORY, RESEARCH & CURATORIAL PRACTICIES

- Research & Academic Writing: Competent in conducting art historical research, tracing artwork provenance, and drafting academic papers, essays, or exhibition texts.
- Connoisseurship & Visual Analysis: Trained in stylistic and iconographic analysis, artwork cataloging, and critical visual assessment.
- Curatorial Support & Exhibition Logistics: Assisted in coordinating artwork transport, managing shipping documents, and tracking exhibition timelines and budgets.
- Art Handling & Institutional Relations: Practical experience in safe artwork manipulation (packing, hanging) and managing basic correspondence with lending institutions, galleries, and artists.

PROFESSIONAL EXPERIENCE

MUSEUM OPERATIONS ASSISTANT– TICKETING & MUSEUM SHOP H501 SRL
MUNICIPAL MUSEUMS OF ROME & MUSEO DEL CORSO – ROME DECEMBER 2025 – SEPTEMBER 2026

- Welcoming and assisting visitors.
- Ticketing and visitor assistance.
- Managing the museum shop and selling publications, catalogues, and collection-related products.
- Providing information on exhibitions, collections, and museum activities.
- Supporting the daily operation of visitor services and reception areas.

MUSEUM OPERATIONS ASSISTANT – WHISPER S.P.A. VATICAN MUSEUMS – VATICAN CITY MARCH 2023 – NOVEMBER 2023; JULY 2024 – SEPTEMBER 2024

- Welcoming and assisting visitors.
- Visitor and group support, audio guide and radio systems for group tours.

UNIVERSITY INTERNSHIP: RESEARCH, DOCUMENTATION & PRODUCTION SUPPORT
CONTEMPORARY CLUSTER – ROME
JANUARY 2024 – MARCH 2024 | 150 HOURS

- Supported editorial coordination, as well as the creation and updating of exhibition catalogs.
- Inventoried, processed, organized, and indexed documentary collections and archives.
- Conducted scientific research and verified data regarding artists, artworks, and lenders.
- Provided logistical and administrative support for the organization of conferences, panel discussions, and exhibition openings (vernissages).
- Utilized office tools (Word, Excel) to track artist files and production schedules.

MUSEUM OPERATION & ART HISTORY TOUR GUIDE – CIVITA MOSTRE E MUSEI SPA
GALLERIA DEGLI ALBERTI (PRATO)
MARCH 2022 – SEPTEMBER 2022

- Audience Welcome & Cultural Mediation: Welcomed diverse audiences, introduced artistic itineraries, and facilitated cultural mediation to enhance the visitor experience.
- Art History Guided Tours: Designed and conducted specialized guided tours with a focus on contemporary art history.
- Artistic Storytelling & Contextualization: Communicated complex historical and critical concepts, making the exhibition context accessible and engaging for all visitors.
- Audience Adaptation: Tailored communication styles and vocabulary to suit different target groups, including school visits, art professionals, and VIP guests.

UNIVERSITY INTERNSHIP: CONTEMPORARY ART PRODUCTION & RESEARCH
CENTRO PER L'ARTE CONTEMPORANEA LUIGI PECCI – PRATO
EXHIBITION: "THE MISSING PLANET" | OCTOBER 2019 – DECEMBER 2019

- Provided operational support for cultural mediation and educational activities related to the exhibition.
- Conducted in-depth documentary research on the exhibiting artists and core exhibition themes.
- Drafted gallery room sheets, companion booklets, and visitor guide materials.
- Actively observed scenography protocols, contemporary artwork installation, and exhibition setup procedures.

EDUCATION & TRAINING

Master's Degree in Art History (LM-89) – Sapienza University of Rome, Rome
September 2022 – March 2025 | Grade: 110/110 cum laude

- Research Thesis: "Between Paris and Rome: The First and Second Congresses of Black Writers and Artists, 1956-1959."
- Specialization: Contemporary art history, curatorial practices, institutional management, and critical exhibition analysis.

International Research Mobility Grant "Tesi all'Estero" – Université Paris 1 Panthéon-Sorbonne, Paris, France
October 2024 – March 2025

- Research Fellowship: Conducted extensive archival and library research across major Parisian documentary centers (BIS, Musée du quai Branly, Bibliothèque Kandinsky – Centre Pompidou, BnF, INHA).
- Fieldwork: Critical analysis of exhibitions, with a focus on Paris Noir (Centre Pompidou, 2025).

Bachelor's Degree in Art History and Cultural Heritage – University of Florence, Florence
September 2017 – February 2022 | Grade: 101/110

- Thesis: "The Romantic Legacy: A Reading of the Works of Mark Rothko and Olafur Eliasson."

Technical High School Diploma in Tourism – ISIS Gramsci-Keynes, Prato
September 2012 – July 2017

- Travel Package Design & Planning: Skilled in drafting, structuring, and cost-estimating customized travel packages and itineraries.
- Basic Business Planning: Knowledgeable in formulating preliminary business plans and budgeting for tourism and cultural initiatives.
- Tourism Economics & Management: Acquired foundational knowledge in hospitality management, destination marketing, and tourism legislation.