

Exhibitions Intern

Exhibitions Intern at Artists For Humanity in collaboration with the Studio Institute's Arts Intern program.

The Studio Institute's ARTS Intern Program places undergraduates from diverse cultural backgrounds in paid summer internships at museums and cultural institutions (read more at <http://www.artsintern.org/>). Since its inception in 1999, the Arts Intern program has provided an exciting opportunity for college undergraduates to learn about nonprofit professions, through internships in museums and cultural institutions. The program seeks candidates with demonstrated financial need and encourages applicants from diverse cultural backgrounds.

Studio Institute is partnering with Artists For Humanity, a non-profit organization based in South Boston with the mission to bridge economic, racial, and social divisions by providing under-resourced urban youth with the keys to self-sufficiency through paid employment in art and design (read more at www.afhboston.org).

In collaboration with Artists For Humanity's Exhibitions Manager, the Exhibitions Intern will coordinate AFH's internal exhibition space. Through this internship, they will learn how to execute a curated exhibition from start to finish, and gain a deep understanding of the responsibilities of an Exhibitions Manager by shadowing their daily activities.

After conducting research on exhibitions designs and installations, the student will catalogue and organize AFH's painting storage. By the middle of this internship, the student will have the opportunity to curate selected artwork on a dedicated wall space. They will work with the Exhibitions Manager daily on art sales and select exhibitions projects.

Projects include:

- Curating dedicated wall space for the exhibition
- Organizing the art collection manually and electronically via the AFH online database
- Installing final exhibition artwork
- Assisting with art sales preparations

Internships last 9 weeks and interns work 35 hours a week. Interns will be paid \$11.00 per hour. Upon completion of final reports and submission of final documents, interns will receive a \$250 stipend from the Studio Institute. Please note that in order to be paid the full amount, students will need to comply with all the objectives and requirements of the internship program. Interns will participate in Studio Institute's weekly visits to cultural institutions that offer behind-the-scenes looks at museum operations, presentations by senior staff and curators, and panels featuring young museum professionals.

This pay is contingent upon submittal of all weekly paperwork, attendance at museum visits, and two required reports. Interns are required to complete a final research project pertaining to their intern position. This internship also includes written reports that may need to be completed beyond the usual workplace hours. Students should be prepared for a summer experience that is more than just a job!

Qualifications:

This position is ideal for someone who studies or shows a demonstrated interest in museum studies, art history, or visual arts. The intern must possess strong visual, writing and communication skills. They are self-directed, detail-oriented, and proficient in Microsoft Office. Preference will go to students with experience in Adobe Photoshop, Illustrator, and InDesign.

Are you eligible for this Boston-based position?

You must answer yes to all the questions below.

1. Do you attend college in Boston, or are you a resident of Boston?
2. Are you enrolled full-time in college?
3. Are you pursuing an undergraduate degree?
4. Are you entering junior or senior year in the fall of 2017?
5. Does your Student Aid Report (SAR) indicate an Expected Family Contribution (EFC) of less than \$5,000?
6. Can you legally work in the United States without sponsorship?

Application Requirements

1. Cover letter
2. Resume
3. Financial Aid Qualification Please submit copy of Student Aid Report (SAR). It must indicate an Expected Family Contribution (EFC) of less than \$5,000
4. Transcript: Unofficial transcripts are acceptable in PDF form
5. Reference: Include phone number and e-mail address

How To Apply:

To apply for this position, please send all required information listed under "How to Apply" on the Arts Intern website <http://www.artsintern.org/how-to-apply.html> by email to Brenda Leong, Exhibitions Manager at Artists For Humanity (bleong@afhboston.org) with "Arts Intern" in the subject line.

Your email must include:

1. **Cover letter**
2. **Resume**
3. **Financial Aid Qualification** Please submit copy of Student Aid Report (SAR). It must indicate an Expected Family Contribution (EFC) of less than \$5,000
4. **Transcript:** Unofficial transcripts are acceptable in PDF form
5. **Reference:** Include phone number and e-mail address
* Clarification of the Residency Requirement

Applicants must either:

1. attend college in the participating city (for example if you attend New York University and are from Los Angeles, you can apply to the New York program), or
2. be a resident of the participating city (for example if you live in Philadelphia and attend UCLA, you can apply to the Philadelphia program).
3. Your residency credentials must apply to the city for which you are applying.

Program Dates 2017: June 7-August 8

Positions are open until filled. Applicants are encouraged to apply early.

Apply by:

May 15, 2017

Salary:

Interns will be paid \$11.00 per hour. Upon completion of final reports and submission of final documents, interns will receive a \$250 stipend from the Studio Institute.

About Artists For Humanity

Artists For Humanity (AFH) is a youth development organization that trains and employs under-resourced urban teens to work collaboratively with professional artist/designer mentors to create engaging, innovative products and experiences for business, civic, and individual clients. Offering a wide range of fine art and design services, teens work across several creative studios - including 3D Design, Painting, Graphic Design, Video & Motion, Photography and Screen Printing - in our Platinum LEED Certified facility, the EpiCenter in South Boston.

Having just celebrated its 25th anniversary, AFH is most proud of the impact it has on Boston teens: 100% of our teens graduate from high school and 95% continue in further education.