

ART AT WORK 2017 INTERNSHIP FIELDS

ARCHITECTURE

Description: This internship will include learning about the basics of architecture, working with architects to understand sustainable buildings, and gaining exposure to a collaborative architecture environment. Some general responsibilities include gathering and recording information about specific locations and building or housing communities, and working with architecture staff to create recommendations for positive improvements to areas and buildings.

Preferred Skills and Interests:

- **Strong interest in architecture and sustainability**
- Ability to work independently as well as collaboratively
- Strong writing and typing skills
- Familiarity with Adobe programs such as Photoshop, Illustrator, or Indesign

ARTS EDUCATION

Description: Arts education internships include working with young children and/or families in museums or arts education organizations. This field is both hands-on and administrative, learning about how to plan for and implement arts education programs and experiences. This internship field is great for students who may want to be teachers, teaching artists, and have a strong interest in working with people, especially kids, in a creative way!

Preferred Skills and Interests:

- **Excited to work with people of all ages, including young children, teenagers, and adults (prior experience with kids is a plus!)**
- Ability to do hands-on work like helping lead workshops or activities, and set up and organize art supplies
- Interest and experience with planning and developing art projects
- Highly organized and detail-oriented
- Outgoing, enjoy people, and willingness to pitch in and help wherever needed

COMMUNITY ART STUDIOS

Description: Community arts studios are common studio and educational spaces for community members and artists. Community arts programs often offer arts workshops and classes, and opportunities for emerging artists to exhibit their work. Interns support each of these components by assisting with the daily work of the community arts studio – working on the gallery and installing exhibitions, being a general studio assistant, helping with education programs, and working in the community arts studio's specific artistic medium.

Preferred Skills and Interests:

- **Strong interest in community arts programming and the organizational and administrative side of running an arts business**
- Ability to work collaboratively with artists and studio staff
- Organized and detail-oriented
- Installation skills and/or interest in learning how to install an exhibition, including utilizing tools and handling artwork
- Some graphic design and software skills to be used for marketing, website updates, and using social media tools

FASHION DESIGN

Description: This internship is about the day-to-day running of a fashion business and store. The tasks may include simple sewing projects, photographing designs, updating a fashion website, brainstorming design ideas, cutting and dying fabric, helping with patternmaking and other projects. The intern will also be expected to help with the administrative part of the fashion business, including helping out in designer stores with sales and visual merchandising.

Preferred Skills and Interests:

- **Strong interest in fashion and design**
- **Have simple sewing skills, along with some experience in apparel design and construction; also relevant are skills in drawing, knitting, and crocheting**
- Be organized, outgoing, and have excellent written and verbal skills
- Ability to work independently with an ability to multi-task and a willingness to participate in a variety of ways in a fashion studio and boutique

GALLERIES AND MUSEUMS

Description: Internships at galleries or museums support exhibitions and research work. Interns may function as research assistants for upcoming exhibits, gathering resources and putting together information that is helpful to the museum staff and visitors. The intern might also coordinate calendars of events like panel discussions. Interns may also contribute to the administrative side of galleries or museums by documenting work, organizing publicity for exhibitions and programs, and helping the daily operations. Interns sometimes assist with the exhibitions directly, including installing and de-installing work. This internship may also have an educational component, such as creating gallery guides and education packets, as many museums and galleries run education programs.

Preferred Skills and Interests:

- **Good communication, research, and writing skills**
- **Knowledge of, interest in, and experience with diverse art forms and art history**
- Basic computer and graphic design skills a plus
- Experience with or interest in learning about the installation process of an exhibit

GRAPHIC DESIGN

Description: Graphic design firms specialize in design, marketing, advertising, branding, and comprehensive communication systems for their clients in many different industries. Internships in this field focus on working with a design team to execute creative concepts. Interns work on coming up with ideas and brainstorming new projects, participate in critique and client-meetings, layout of mock-ups, and assisting on designing client proposals.

****Graphic design internships are often at locations besides traditional graphic design firms. Many businesses and organizations need good graphic designers!**

Preferred Skills and Interests:

- **Working knowledge of Adobe Illustrator, Indesign or Photoshop**
- Strong interest in graphic design and learning about the industry of design
- Basic knowledge of digital photography
- Organized, detailed-oriented, self-motivated, and professional
- Comfortable working individually and on team-projects

PHOTOGRAPHY

Description: Photography internships may include many ways of working in the field of photography—using photography to do documentation and design work for a business or organization, working at a museum or gallery specializing in exhibiting photography, using photography skills to do media or promotional work, etc. Interns in this field have a good knowledge of and passion for photography.

Preferred Skills and Interests:

- **Great photography skills – know how a camera works, how to take good pictures, and how to use photography as a documentation tool**
- **Knowledge of Photoshop**
- Interest in photography as a fine art
- Organized, detail-oriented, and ability to work independently (behind the camera!)

PRINTMAKING

Description: Internships in this field work in a printshop that supports artists and community arts programs. Interns may function as studio assistants or gallery assistants and will have the responsibilities in the artistic practice of printmaking, possibly some design work, and the administrative support for the studios or organizations that work with printmaking.

Preferred Skills and Interests:

- **Beginning printmaking and design experience – this can be in screenprinting, lithography, etching, work with Adobe Photoshop or Illustrator**
- **Interest in working with fine artists, in studio spaces, or with galleries**
- High attention to detail and precise art-making
- Ability to work independently and collaboratively

VISUAL MERCHANISING AND RETAIL

Description: This field works in the high-end fashion retail world to support the design and the look of a retail store. Interns will maintain and replenish visual floor presentations, support sales and stock teams, and assist management with daily store activities. The intern will also work closely on the social media aspect of the fashion world to support the store and brand in raising awareness about trends and designs.

Preferred Skills and Interests:

- **Strong interest in fashion, design, visual merchandising, and retail**
- **Must have great interpersonal and communication skills**
- Willingness to work collaboratively and in a team-oriented environment
- Strong organizational skills
- Experience with social media tools