

AKRON ART MUSEUM

One South High Akron, Ohio 44308

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www.AkronArtMuseum.org

**AKRON ART MUSEUM INTERNSHIPS—DEPARTMENT OF CURATORIAL AFFAIRS****Contact: Danielle Meeker, Curatorial Assistant**

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Akron, Ohio 44308

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The Akron Art Museum is devoted to modern and contemporary art. The museum's collection, which is displayed on a rotating basis, has special strengths in the areas of photography, painting and sculpture since 1960, and American tonalist and impressionist painting. In addition to collection displays, the museum hosts approximately 15 temporary exhibitions each year. Educational programs such as lectures, workshops, concerts and other special events are held regularly. The museum has received extensive recognition for the excellence of its programs and for its exhibitions, which tour nationally.

Internships are available in two areas of the museum's department of curatorial affairs: curatorial and the library. The availability of internships varies according to department needs.

RANGE OF DUTIES

- Curatorial interns will perform a combination of research, writing, registrarial and clerical duties. Tasks might include research on art objects and artists in the museum's collection, research assistance on exhibition projects and database work.
- Curatorial interns will get hands-on experience with the real-world function of the museum.
- Learn about the challenge of presenting art and didactic materials to a general audience.
- Learn how exhibitions are selected, what preparation they require, how they are produced and mounted.
- Library interns might help maintain the museum's archives and library databases as well as assist with the cataloguing and filing of books and periodicals.

ELIGIBILITY REQUIREMENTS

- College students, recent college graduates and graduate students who majored (or are majoring) in art, art history, art education or library science.
- Knowledge of modern and contemporary art, familiarity with art research sources (including online databases/indices), computer skills and excellent organizational skills are highly desirable.
- Must be eager to learn, flexible and have strong written and verbal communication skills.
- Accuracy is also important.

NATURE OF INTERNSHIP

- This unpaid internship requires that the intern function as an assistant to the museum's curatorial staff.
- The position requires a minimum commitment of 8 hours per week.
- Academic credit for an internship may be earned at the discretion of the intern's school. Interns are unpaid volunteers.
- So that interns may receive the opportunity to learn multiple skills and/or attend to multiple aspects of a longer-term project, they must be able to commit to at least the length of a semester. There are no fixed starting or ending dates, but the general internship calendar is as follows:
 - Fall (September – December); application deadline: July 15
 - Spring (January – April); application deadline: December 15
 - Summer (May/June – August); application deadline: March 31

APPLICATION PROCEDURE

To apply for an internship in the curatorial affairs department, please send the following material via e-mail or hard copy:

1. Resume.
2. Two writing samples (5-7 pages each; double-spaced).
3. Names, addresses and phone numbers of three references.
4. Essay or letter of not more than 500 words describing your career goals, interest in museum work and reasons for applying for an internship at the Akron Art Museum. Please also indicate the internship area (curatorial, education or library) in which you are interested.