

Samuel P. Harn Museum of Art

Intern Project Description Form

Staff Contact Name: Elizabeth King, Visitor Engagement and Volunteer Coordinator

Department: Education

Title of Internship: Family Programs Intern – Fall 2018

Brief Description of Internship:

This intern will work closely with education staff to develop and implement exhibition and collection-related art-making opportunities for family audiences both in and outside of the museum:

- Family Days: Saturdays, Sept. 29 and Dec. 1, 11am – 5pm
- Tot Time: Fridays, September 7, October 5, November 2 and December 7, 10am – 1pm
- Elementary Art at the Library: Wednesdays, Aug. 29, Sept. 26, Oct. 31, Nov. 28, 1:30 – 3:15 p.m.

** We are looking for an intern who can support Saturday Family Days and one of the other two programs, if not both. Acceptance is not contingent on being available for both Tot Time and Elementary Art at the Library. Please include your program availability in your application.*

Specific Duties:

- Research, develop and implement art-making opportunities for specific ability levels.
- Correspond and work with guest artists from campus and the community.
- Create written guides and help lead program volunteers.
- Gain an in-depth understanding of select Harn exhibitions, works of art and themes across the collection.
- Prepare art materials. Set up and clean-up programs.
- Read and apply assigned print and online texts that detail best practices and new findings in art education, public programs, evaluation, art interpretation and visitor engagement.
- Other duties as assigned. May include involvement in school and educator programs at the museum.

Hours per week: 10 hours (During museum business hours: M-F 8am–5pm, to include above program dates)

Qualifications Needed:

- Coursework or experience in education, art education, studio art, museum education, community program development and/or art history
- Professional correspondence and strong verbal and written communication skills appropriate in representing the museum
- Research and creative problem solving skills
- Professional attire and appearance, dependable and punctual
- Must be enthusiastic about art, learning, effective communication and creating an accessible environment for all visitors

Learning Objectives for the Intern (what will the student learn from this experience?):

- Gain professional experience in museum practices and an understanding of the role of museum education and how it fits within larger programs and goals
- Gain program development and implementation skills
- Improve public speaking, visitor service, leadership and research and writing skills
- Develop skills in facilitating engaging and enjoyable art-centered opportunities for families with children of all ages
- Develop a personal portfolio of projects and a strong resume