

SCHOOL 33 ART CENTER EXHIBITIONS INTERNSHIP
SUMMER SEMESTER 2018 INTERNSHIP

Description:

School 33 Art Center Exhibitions Internship offered by the Baltimore Office Promotion & The Arts (BOPA) is an unpaid practicum that will provide exposure to various aspects of developing, implementing and managing exhibitions and studio residency programs. Interns will have opportunities to observe the comprehensive processes of acquiring and displaying artwork from studios to galleries to audiences. BOPA's Gallery Exhibition Program includes exhibition space at School 33 Art Center, the Bromo Seltzer Arts Tower and Top of the World Gallery at the World Trade Center.

By shadowing BOPA's Exhibitions Manager, interns will learn about various aspects of exhibition, studio and gallery management such as:

- Local and regional art communities, the artists and their work.
- Strategic planning and execution of call for submissions and jurying processes.
- Installation and removal of exhibits, including a comprehensive view of technical components and methods of creating and maintaining exhibit installation processes specific to artwork in a variety of media.
- Techniques of effective communication and interaction with artists and audience members to facilitate the success of an exhibition. Interns will have opportunities to engage in a variety of workshops, artist talks and presentations, panel discussions and other programming events that relate to specific exhibitions.
- The intricacies of resident program management through School 33 studio visits, observation of residency applicant interviews and attending residents' group critiques.
- This year's program will provide a unique opportunity to observe methods and learn sources of historical research as the staff prepares for School 33 Art Center's 40th anniversary that takes place in 2019.
- Additionally, interns will have opportunities to observe operational and programming aspects of gallery exhibitions, as well as other BOPA initiatives including major festivals and events such as Neighborhood Lights and Artscape, elements of which are also coordinated by BOPA's Exhibitions Manager.

Qualifications:

To fully appreciate the benefits of an Exhibitions Internship, applicants must be self-directed and interested in contemporary art curation and arts administration on a non-profit level.

- Students must be able to work in Windows and Mac platforms. Experience with Microsoft Office, Adobe Creative Suites, Dropbox and Google would be especially helpful.
- Current college junior or senior, or graduate students are eligible to apply. Applicants who are not registered students are not eligible.

Hours & Compensation:

This is a non-paid internship. For official credit and evaluation students must be able report to BOPA's Exhibition Manager at least two days per week or the equivalent of 14 hours per week. Monday through Friday interns will be located School 33 Art Center, unless scheduled otherwise. On selected weekdays interns will shadow the exhibition manager from 9:00 am to 5:00 pm, evening hours will be required for



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School 33 Gallery openings. For consideration to participate in the internship program, student must commit to a schedule in advance.

To Apply for an Internship:

Send resume and cover letter to Melissa Webb at mwebb@promotionandarts.org. Please identify the specific name of the internship and semester for which you are applying in the Subject line.

Application Deadline:

Friday, June 1, 2018

INTERNSHIP