

Announcement of Internship Summer Semester 2010

Title: Curatorial Intern, Works on Paper Study

Reports to: Research Curator & Jansma Study Supervisor

Department: Curatorial – Works on Paper Study
Grand Rapids Art Museum
101 Monroe Center
Grand Rapids, MI 49503

Time required: 10 – 15 hours per week.

Length of Internship: 12 weeks, June – August, actual dates flexible

Job Responsibilities: The Works on Paper Study Room intern will assist the curator in researching the collection and with exhibition projects as needed. The intern will also assist the Study Room Attendants with greeting visitors.

Requirements: Art History, Art Education, Fine/Studio Art, or Museum Studies majors at the Junior or Senior levels are preferred. Candidates must have strong organizational and research skills, excellent written and oral communication skills, an aptitude for detail, ability to work independently, and proficiency in Microsoft Office software.

Compensation: Internships are **unpaid**; however, students may receive academic credit. Students are responsible for making arrangements with their schools to receive credit for internships.

Application Deadline: April 18, 2010

To Apply: Please submit a resume, cover letter, and one letter of recommendation from a professor or previous employer to the Education Department by email at adultprograms@artmuseumgr.org or by postal mail:

Grand Rapids Art Museum
Education Department
Attn: Jean Boot
101 Monroe Center
Grand Rapids, MI 49503