Summer 2020 Curatorial Intern
Sponsored by AAMD Diversity Internship

The Grand Rapids Art Museum was one among 10 American Museums to be selected to participate in the Association of Art Museum Directors’ (AAMD) paid internship program for college students from underrepresented communities. AAMD’s program is designed to engage college students from underrepresented backgrounds, to encourage and nurture their career opportunities in the art museum field, while providing the financial support necessary to make participation in an internship possible.

Position Summary:

The Curatorial Intern will be working with the staff in the Curatorial Department, under the supervision and mentorship of the Chief Curator. While working closely with a graduate level Fellow, the Curatorial Intern will play an important role in the development of GRAM’s upcoming traveling exhibition, Dawoud Bey & Carrie Mae Weems: In Dialogue. A primary focus of their internship will be the development of an annotated timeline of images, text and other materials that interweaves these two artists’ personal and professional lives with pertinent art and social history. This project will feature prominently in the exhibition and its publication. The project draws from African American history, broader U.S. history and social issues, and American art history and art movements to discern how these various factors influenced the two artists’ respective paths. The intern will also assist with various aspects of the exhibition catalog, including copy editing, communication with contributors, obtaining image rights and credit information, assembling pertinent and necessary information for the publication. They will assist with copy editing, communication with contributors, obtaining image rights and credit information, and compiling information for the publication.

In addition to this focused project, the intern will be involved with all aspects of the Curatorial Department’s operations. They will assist with the preparation for various upcoming exhibitions, including drafting checklists and label copy, and gathering resources such as images and credit lines. The Curatorial department works closely with other departments throughout the museum and will have the opportunity to attend inter-departmental and all-staff meetings to see how GRAM operates internally.

Knowledge, Skills, and Abilities:

To perform the job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed are representative of the knowledge, skills and/or ability required. Additional functions and requirements may be assigned by supervisors as deemed appropriate. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Undergraduate who has completed at least one academic year of post-high school study
2. Enrolled as a full-time undergraduate student
3. Major or previous coursework in art history, cultural studies, or closely related field
4. Exemplary written and oral communications skills with a honed attention to detail
5. Advanced research and writing skills
6. Outstanding organizational skills and ability to meet deadlines
7. Demonstrated ability to think strategically and to achieve results in a fast-paced, team-oriented environment

Professional Development:

The intern will go to two professional development gatherings during their internship. This will give the intern an opportunity to network with other museum professionals. The first professional development gathering will occur during the American Alliance of Museum’s (AAM) annual conference in San Francisco. The orientation program will take place on May 17, 2020. The second professional development gathering will take place TBD on a Friday in August 2020. Exact date and location will be made known as soon as possible.

Additional Details:

We will select an intern by April 15, 2020. Internship will take place between June-August for a consecutive 12-week period. The intern will be given a stipend of $6300.00 for the duration of the internship. Traveling costs to the professional gatherings will be paid by GRAM. Interns will also be registered for a one-year membership to AAM and for the entirety of the conference.

The intern will also be required to submit a written report summarizing the activities and results of the internship. The final report will be due on September 30, 2020.

Application Procedure:

This internship is open to all qualified candidates with priority given to individuals from diverse backgrounds and historically underrepresented groups in the arts museum field.

Please visit, www.artmuseumgr.org to apply. Please include a cover letter, resume, a copy of your Expected Family Contribution of less than $5000 on your Student Aid Report, copy of your transcript, and a reference from a professor or advisor.

After reviewing all applicants, we will contact the selected candidates for interviews. No phone calls or solicitations please. Due to the volume of applications anticipated, only those candidates that most directly meet the requirements of the position will be contacted.

GRAM has a strong commitment to Diversity, Equity & Inclusion