Summer 2020 Internships

Summer Internships at the Colby College Museum of Art and Lunder Institute for American Art are 35 hours per week positions, from June 1-August 7, 2020, and are supported through generous endowments. They are open to current Colby College students; all internships are paid at a rate of $13/hour and no prior experience is expected. Please apply online, by clicking here. Applications are due on Friday, March 20, 2020. As part of the online application required by Colby College, all interested candidates will be asked to submit a cover letter, resume, and three references to Kris Bergquist, Mirken Curator of Education and Engagement, at kristin.bergquist@colby.edu.

Please note that one of our Lunder Consortium for Whistler Studies internships will take place at the Colby College Museum of Art this summer, rather than at the Freer-Sackler Galleries of Art at the Smithsonian Institution, Washington, D.C.; details about it can be found below.

Barringer Museum Practice Intern

Reporting to the Manager of Registration and Collections, this position offers a broad experience in museum practice, supporting all aspects of Museum functions including collections cataloguing, exhibition organizing, collections inventory, database entry, operations research and digitization projects. The position also works with other departments, including operations, preparation, and administration. The position also supports and collaborates with the Mirken Fellow on digital and print communications and marketing. The ideal candidate will possess a positive, prompt, and courteous demeanor and have excellent organizational and writing skills with a keen attention to detail. Outstanding tact and discretion required. Advanced computer skills, including database
management and social media marketing a plus. Applicants must be able to commit to an established work schedule.

**The Howard A. and Gisele B. Miller Curatorial Intern**

This summer curatorial internship, supported by the Howard A. and Gisele B. Miller Curatorial Intern Fund, offers an immersive introduction to the work of art curating. The intern will assist the curatorial staff on tasks related to the development and realization of exhibitions. Tasks will include collection and exhibition research, meeting preparation, data entry, correspondence, and basic office upkeep. The curatorial intern also will assist the Museum's exhibition preparators, as needed. The successful candidate will have strong organization and communication skills and a genuine interest in learning more about the museum field.

**Black Family Curatorial Intern**

This summer curatorial internship, supported by the Black Family Fund, offers an immersive introduction to the work of art curating. The intern will assist the curatorial staff on tasks related to the development and realization of exhibitions. Tasks will include collection and exhibition research, meeting preparation, data entry, correspondence, and basic office upkeep. The curatorial intern also will assist the Museum's exhibition preparators as needed. The successful candidate will have strong organization and communication skills and a genuine interest in learning more about the museum field.

**Linde Family Foundation Education Intern**

The Linde Family Foundation Education Intern will assist both the Mirken Curator of Education and Engagement and the Linde Family Foundation Senior Coordinator of School and Teacher Programs in a variety of duties. These may include, but are not limited to, the coordination of a summer camp for area children, creation of in-gallery and digital didactics, curriculum writing, tour development, and some writing of publicity materials. Interns must be detail-oriented, self-motivated, prompt, reliable, and have the ability to work both independently and as a team member. Experience and interest in the arts, working with children, and art-making skills are needed in this role. Prior museum experience, and working with school curriculum, is preferred but not required.

**Linde Family Foundation Curricular Intern**
This intern will work closely with museum staff in the Education Department and assist the Mirken Senior Coordinator of Programs and Audience Engagement, specifically in the development of public programs and other large scale community events. Responsibilities will include assistance in the development, management and evaluation of these programs. The intern will gain an understanding of educational programming in museums, tools and methods for researching program impact, and gallery-based learning. A successful candidate possesses excellent organizational, verbal and written communication skills, strong interest in museum work, ability to work well in a fast-paced environment and have some familiarity with art. Experience working with the public or in customer service is a plus.

**Museum Publications and Exhibitions Intern**

This internship offers an introduction to the coordination of museum publications and didactic materials, including catalogues, in-gallery brochures, exhibition wall graphics and labels. The intern will report to the Manager of Exhibitions and Publications, as well as staff throughout the museum, freelance designers and editors, and outside vendors. Working on multiple projects at various stages, from conception to completion, the intern will conduct image research and gathering, prepare materials for editing and design, review and mock-up design layouts, coordinate feedback, and more. Additionally, the intern will attend project meetings, conduct data entry, and perform basic office upkeep, as needed. The successful candidate will have excellent organization and communication skills, strong attention to detail, and a demonstrated interest in learning more about publishing and the museum field.

**Lunder Institute Engagement and Programming Intern**

The Lunder Institute for American Art seeks a summer intern to assist the Mellon Postdoctoral Fellow in conducting research to prepare for scholarly and artistic programs to be held during the coming academic year. Duties include compiling and annotating bibliographies, preparing and presenting profiles of potential campus visitors, and accompanying staff on site visits to artist studios and art exhibitions in Maine. In the process, the intern will learn best practices in humanities research, institutional programming, and the cultivation of professional relationships. This summer, the intern will focus primarily on issues related to the intersection between art and the environment. A successful candidate will have excellent organizational, verbal, and written
communication skills, the ability to work independently, and a strong interest in the research initiative. Previous coursework in Art History and/or Environmental Studies preferred.

**Partner Organization Internship**

**Lunder Consortium for Whistler Studies Intern**

The Lunder Consortium for Whistler Studies, a scholarly collaboration of the Smithsonian’s Freer Gallery of Art and Arthur M. Sackler Gallery, the Colby College Museum of Art, the University of Glasgow, and the Art Institute of Chicago, will offer a paid internship for a Colby College student at the Colby College Museum of Art this summer. The intern will work on an upcoming exhibition related to James McNeill Whistler. Applicants should include a cover letter outlining their interest in museum work and its relevance to their academic program; a resume, transcripts (unofficial is fine), and one letter of recommendation. Applicants should have a background or a strong interest in nineteenth-century American and British art. Please contact Lunder Curator for Whistler Studies Justin McCann at jbmccann@colby.edu with any questions. This program is made possible through the generosity of the Lunder Foundation and is administered by the Lunder Consortium for Whistler Studies. The intern will receive a $5,000 stipend.

Colby College is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, parental or marital status, political beliefs, age, disability unrelated to job requirements, or protected veteran status.