



Teen Programs Internship (Hybrid) Fall/Winter 2021-2022

APPLICATION DEADLINE: Monday, October 11, 11:59pm

About the Program:

As part of the educational mission of ArtsConnection, we provide comprehensive internships for teens and young adults seeking professional and educational experience in the area of Teen Programs/Youth Development. If you are a teen, undergraduate/graduate student, recent graduate or early career professional, you are welcome to apply for this program. We seek applicants who demonstrate an enthusiastic interest in the arts education field and a desire to learn and grow.

Applicants will need to show proof of COVID vaccination to be eligible for these internships due to the nature of our work with teens and students across public and privately-occupied spaces that may follow the city's COVID mandate.

To Apply:

Read below for information about the Fall/Winter internships. Then, please complete the [online application](#)

Internship Benefits:

- Participation in ArtsConnection events and workshops
- Exposure to all departments and staff of the organization
- Attendance at department and full staff meetings
- Build a professional network and valuable references
- Site visits with other arts and education organizations
- Receive a stipend of \$900 per internship (for 120 hours)
- Receive credit (where applicable)

Eligibility:

- Proof of Covid-19 vaccination
- Able to work in person at ArtsConnection's offices on Wednesdays for at least 3 hours during work day

Fall/Winter Teen Programs Internship Schedule:

Application Deadline: Monday, October 11, 11:59pm

Location: 520 8th Avenue, Ste. 321, NY, NY 10018 + remotely

Interviews (in person): October 15, 18 - 20

Internship Dates: November 1 – February 4

Internship Hours: 10 hours per week, 120 hours total

- 2 or 3 days per week, during business hours on week days

Required dates:

- Thursday, November 11, 10am-2pm: Teen Programs Retreat
- In person, at least 3 hours on Wednesdays at ArtsConnection offices

This internship will be hybrid with the exact schedule determined in discussion with your supervisor. In-person hours will follow the most up-to-date COVID safety guidelines.

Fall/Winter 2021-2022

Apply to one or both of these Internships:

1. Arts Administration and Culture Connected Internship
2. Exhibitions Internship

Arts Admin. and Culture Connected Internship

This fall/winter, one intern will work with the Teen Programs Director on Culture Connected, ArtsConnection's newest public program designed to increase accessibility to the arts for NYC's most historically disenfranchised families. This intern will gain valuable skills, knowledge, and hands-on experience in arts administration, community outreach, partnership and project management.

The intern will:

- Learn about Culture Connected and reduced admissions access programs in NYC.
- Support the launch of Culture Connected in schools, museums, and cultural institutions, which will include virtual and in-person interactions.
- Maintain the organization of partner files including partnership agreements and marketing materials.
- Coordinate and distribute marketing materials, art supplies, and other promotional materials to partner sites, schools, and community-based organizations.
- Work with internal departments to support program goals and help trouble shoot any program issues.
- Participate in Teen Programs meetings.

Applicant attributes:

- Must have an interest in social justice, accessibility, and arts education
- Be detail oriented
- Be a responsible and mature individual who works well independently and in teams
- Experience in Photoshop, Wordpress and Excel a plus
- Previous participation in ArtsConnection Teen Programs a plus

- Be prepared to provide name and contact for one reference If offered an interview

Exhibitions Internship

ArtsConnection's Student Art Program connects young artists from NYC public schools with multiple exhibition opportunities in NYC, transforming art from a subject studied at school into a professional endeavor.

This fall/winter, two interns will work with the Teen Programs Manager for Exhibitions to gain valuable job-readiness and administrative skills associated with all aspects of student art exhibitions, with exposure to daily operations, program administration, and client meetings.

Interns will:

- Learn about curating and installing art through preparing for upcoming exhibitions
- Work as part of art handling team
- Participate in Teen Programs meetings
- Contribute to outreach plan for program to students, teachers and families
- Communicate with exhibiting teen artists
- Facilitate teen artists' experience at their opening receptions
- Support administration of exhibition databases
- Create online galleries using Wordpress

Applicant attributes:

- Show interest in visual arts, exhibitions, teen artists, arts education
- Be detail oriented
- Be a responsible and mature individual who works well independently and in teams
- Experience in Photoshop, Wordpress and Excel a plus
- Previous participation in ArtsConnection Teen Programs a plus
- Be prepared to provide name and contact for one reference If offered an interview

ArtsConnection is an equal opportunity employer. We have a strong commitment to equity and inclusion, and value the leadership and skills of people from diverse backgrounds. People of color, LGBTQ persons, and people from other historically marginalized backgrounds are encouraged to apply.

No calls please.