

COMMUNITY INTERNSHIP OPPORTUNITIES IN THE VISUAL ARTS

OFFERED THROUGH THE ART AND ART HISTORY DEPARTMENT OF THE
UNIVERSITY OF MISSOURI—ST. LOUIS

MISSION STATEMENT The mission of the UMSL Internships offered through the Art and Art History Department is to enhance the educational opportunities and experiences of students and support the University's commitment to community partnerships. Internships provide college juniors and seniors majoring in art history, art education, and studio art with valuable, real-world work experience in their respective fields.

FALL SEMESTER 2011 ELIGIBILITY REQUIREMENTS

Student must be enrolled in a minimum of 12 credit hours the semester of the internship. Student must be seeking a BA or BFA in the Department of Art and Art History at UMSL.

INTERNSHIPS AVAILABLE

ST. LOUIS ART MUSEUM—Curatorial

LAUMEIER SCULPTURE PARK—Curatorial/Collections
or Exhibit Preparations, Installation & Maintenance

ST.LOUIS ARTISTS' GUILD—Administrative

CONDITIONS

Must work 10 hours per week as an intern

May receive 3 hours of college credit (available with permission)

This internship comes with a \$500.00 award per semester that may be renewed if the internship continues in the spring semester.

PICK UP AN APPLICATION AND FACULTY REFERENCE

FORMS at the following locations: Gallery 210, 201 Fine Arts Building,
Lucas Hall 506 or online.

Questions? Contact Terry Suhre at 516-5952 or suhret@umsl.edu.

APPLICATION DEADLINE IS 5:00 PM, FRIDAY, FEBRUARY 25, 2011

DESCRIPTIONS **INTERNSHIP OPPORTUNITIES** **IN THE VISUAL ARTS** FALL SEMESTER 2011

SAINT LOUIS ART MUSEUM INTERNSHIP POSITION

Curatorial

Work with curators engaged in research and administrative tasks related to exhibition planning and collections management.

LAUMEIER SCULPTURE PARK INTERNSHIP POSITION

Curatorial/Collections or Exhibit Preparation, Installation & Maintenance

Designed to give the student a broad overview of the research and planning involved in managing and exhibiting this unique institution's collections. The intern will participate broadly in all areas of the museum: exhibition planning and preparation, researching the collection, managing the collection database, working with visiting artists, and assisting with related educational programming.

A hands-on position designed to give the student a thorough knowledge of the unique issues surrounding the installation, display, and maintenance of large-scale works of art. The intern will work both indoors and outdoors, handling works of art, preparing the gallery and outdoor sites for installation, assisting with the installation of exhibits, maintaining and cleaning outdoor sculptures, and assisting with conservation projects. This position may be extended into the summer, subject to review and availability.

ST. LOUIS ARTISTS' GUILD INTERNSHIP POSITION

Administrative

Work on a variety of projects including exhibit coordination, outreach, education, promotion, the Guild's website, database maintenance, and volunteer development. Learn how an arts organization plans and administers programs and exhibitions.

INSTRUCTIONS **INTERNSHIP OPPORTUNITIES** IN THE **VISUAL ARTS** FALL SEMESTER 2011

AWARDS PROCESS A faculty committee and representatives from each of the intern sites will review applications. Site representatives reserve the right to interview candidates before final selections are confirmed. Notification letters will be mailed to all applicants on or before April 15, 2011.

SUBMIT AN ENVELOPE CONTAINING THE FOLLOWING MATERIALS.
Use paper clips to group materials. **Please** do not use staples.

- 1.** A two to three-page **cover letter** outlining your academic and professional interests and experience. Your letter must also address why you believe you would benefit from an internship and why your interests and skills are particularly suited to the internship(s) to which you are applying.
- 2.** This completed **application** form (detach at dotted line).
- 3.** A student copy of your **transcript**. You must make your request for a transcript at the Records & Transcripts Office 351 Millennium Student Center 314-516-5676 or go to <http://www.umsl.edu/~registration/student/transcripts.htm>
- 4.** Two faculty **reference** forms. At least one of these references must be from an UMSL faculty member. Faculty members may send their references directly to Terry Suhre, Gallery 210, 44 East Drive, TCC, UM-St. Louis, One University Blvd., St. Louis, MO 63121. Email references are acceptable if sent directly from the faculty member. Email references should be sent to: suhret@umsl.edu
- 5. Submit** application folder (and direct inquiries) to:
Terry Suhre
GALLERY 210
44 East Drive, TCC
University of Missouri-St. Louis
One University Drive
St. Louis, MO 63121
suhret@umsl.edu.

Applications and faculty recommendation forms are available in Gallery 210, 201 FAB, 506 Lucas Hall, or the Honors College office and at the Gallery 210 website address: umsl.edu/~gallery/ and on the Art and Art History website address: umsl.edu/~art/. LATE AND/ OR INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

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APPLICATION **INTERNSHIP OPPORTUNITIES** **IN THE VISUAL ARTS FALL SEMESTER 2011**

TYPE OR PRINT CLEARLY

NAME _____

UMSL STUDENT NUMBER _____

CURRENT MAILING ADDRESS _____

CITY/STATE/ZIP _____

CURRENT TELEPHONE NUMBER _____

E-MAIL ADDRESS _____

MAJOR _____ART HISTORY _____STUDIO ART _____ART EDUCATION

RANK _____SENIOR _____JUNIOR

WHICH INTERNSHIP ARE YOU APPLYING FOR? You may apply for more than one internship. Please indicate 1st, 2nd and 3rd choices. See the attached sheet for eligibility requirements and position descriptions.

- _____ Art Museum Curatorial
- _____ Laumeier Sculpture Park Public Relations or
Exhibit Preparation, Installation and Maintenance
- _____ St. Louis Artists' Guild Administrative

List **two** individuals from whom you are requesting a reference. At least one reference **must** be from an UMSL faculty member.

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