Education and Outreach Internship – Fall 2015

The MIT List Visual Arts Center is seeking an enthusiastic and curious intern to assist with and facilitate education, outreach, and public programs projects during the Fall 2015 semester.

Responsibilities
The intern will assist the Campus and Community Outreach Coordinator with research, development, and implementation of a variety of public-facing programs, including: family programs, guided tours, community programs, and exhibition-related events, writing, and outreach. Duties will shift depending on department priorities, and an intern can expect crossover with PR/Marketing/Social Media and Curatorial departments. Interns should be available two days per week; in addition, some evening and weekend hours are required.

Qualifications
Prospective interns should have a demonstrated interest in one or more of the following areas: art museums, working with youth, art education, studio or hands-on experience, gallery teaching and learning, or public speaking. Prior docent or teaching experience is a plus. Interns should be organized, able to write clearly and concisely, work with diverse visitor demographics, and have a close attention to detail. A sense of humor and flexibility are a must. Diverse candidates are encouraged to apply.

To apply:
Please submit a cover letter and resume by September 11 to:
Courtney Klemens
Campus and Community Outreach Coordinator
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