

### **ASU Art Museum Internships**

Academic and volunteer internships at the ASU Art Museum provide current ASU undergraduate and graduate students with exciting opportunities to work on a variety of projects under the direction of museum staff.

Internships are available in Fall, Spring and Summer semesters for between 120 and 160 hours.

### **Eligibility**

Internships at the ASU Art Museum are designed for undergraduate and graduate students. Undergraduate students must be at a junior level to qualify for an internship. All students are invited to participate in the Student Docent Program and to apply for work study positions through out the Museum, among other opportunities.

### **Application/review**

Internships are available for Fall, Spring and Summer semester each year.

1. Application form
2. Personal statement: Explains the candidate's interest in an internship at the ASU Art Museum, how this experience will be beneficial and what they hope to achieve from the experience. The candidate should also state what they believe they can contribute to the museum. This essay should be attached into the application in the last question.
3. Unofficial transcripts

All materials must be submitted together.

### **Deadlines for submission:**

Fall	Received no later than August 1
Spring	Received no later than November 15
Summer	Received no later than March 15

### **Send complete application materials to:**

ASU Art Museum  
ATTN: Internships  
PO BOX 872911  
Tempe, AZ 85287-2911

or [artmuseuminternships@asu.edu](mailto:artmuseuminternships@asu.edu)

Interns will be selected based on the candidate's personal statement, references, and academic standing. Interviews may be solicited in the final selection process. Applicants will be selected within four weeks of the respective application deadline.

### **Inquires**

Any further inquires can be directed to the Museum's Education Department at [artmuseuminternships@asu.edu](mailto:artmuseuminternships@asu.edu) or 480.965.2873.

#### **ASU Art Museum**

## **ASU Art Museum Internship Descriptions**

### **PRINT ROOM**

**Education:** Undergraduate or graduate

**Major/area(s) of study:** Art History, Museum Studies, Studio Art or related field.

**Internship involves:** Support research of the print/works on paper collection.

**Interns will:**

1. Select with Print Collection Manager a particular area (i.e. woodblocks, etchings, etc.) of the print collection, a particular exhibition theme or concept or a particular artistic movement or artist on which to work.
2. Research/compile information regarding artworks, time period and artists.
3. Write text panels and labels based on research and project goals.
4. Prepare prints for exhibitions as needed.
5. Other departmental projects as needed.

### **PR/Marketing**

**Education:** Undergraduate or graduate

**Major/area(s) of study:** Art History, Museum Studies, Studio Arts, PR/Marketing, Journalism or other related field.

**Internship involves:** Aiding the PR Specialist with the preparation and dissemination of information regarding what's happening at the museum, including exhibitions and lectures.

**Interns will:**

1. Update calendar listings around the Valley with new information about exhibits, events, etc.
2. Edit and maintain database of contacts.
3. Provide support in fielding press inquiries.
4. Other departmental projects as needed.

### **EDUCATION**

**Education:** Undergraduate or graduate

**Major/area(s) of study:** Art History, Art Education, Studio Art, or related field.

**Internship involves:** Supporting the Education Department with ongoing projects and programs associated with exhibitions.

**Interns will:**

1. Help Education staff with planning and implementation of programs.
2. Research and prepare materials that relate to upcoming events and programming.
3. Research/compile information regarding artworks, time period and artists.
4. Other departmental projects as needed.