Intern Position for Collections & Exhibitions

Curatorial Intern
Please note due to Covid-19, this Summer 2022 internship will be virtual, with only one or two in-person visits to the FIA required. Student will be required to use his/her own computer and internet provider for remote work.
Schedule: 2–5 days/week, Monday–Friday, 9am–5pm (minimum 8 hours per week)
Dates required: Variable, but no more than 3 months (12 weeks)
Compensation: Unpaid

Description
Reports to Curator of Collections and Exhibitions. Duties may include conducting research on permanent collection and objects on loan; writing labels and audio guides for objects; as well as daily tasks relating to the collection.

Qualifications/Skills

- Currently enrolled student in good standing, working toward B.A. (junior or senior-level preferred) or M.A. in Art History, Museum Studies, or related field
- Excellent research and writing skills and familiarity with databases
- Must be able to follow detailed instructions
- A professional demeanor and appearance

Application deadline:
March 21, 2022
After deadline is passed, qualified applicants will be contacted for a virtual interview.

Please e-mail application and resume to:
Tracee J. Glab
Curator of Collections and Exhibitions
Flint Institute of Arts
tglab@flintarts.org
**NO PHONE CALLS PLEASE**
FIA Internship Application  
Collections and Exhibitions Department

Date: 

Name: 

School: 

Address: 

E-mail address:               Telephone: 

Are you requesting that your college grant you credit hours for your internship? If yes, how many hours are required? 

Dates available to perform internship: 

Hours / schedule: 

M T W Th F Time: _________ Total Hours: ________

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Why would you like to work at the FIA as an intern? 

I certify that all of the statements in this application are true and complete to the best of my knowledge. I understand that a false or incomplete answer may be grounds for not considering me or for my dismissal. 

Name: ____________________________ Date: ____________________________