Educational Programming Internship – Elisabet Ney Museum

Dates of Internship

Spring 2018

Supervisor

Lindsay Barras

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Work schedule

12 to 15 hours per week

Is this Paid Internship?

No

Primary Project

The Educational Programming Intern will work under the supervision of the Elisabet Ney Museum’s Director and the Education Coordinator to plan and implement educational curriculum for K - 12 schools in STEAM disciplines and for work with a variety of Special Populations. This individual will also assist with organizing programs and special events and providing guided tours of the museum.

The Elisabet Ney Museum is housed in the historic home and studio of its namesake, a wildly iconoclastic German sculptor who moved to Austin in 1892. The Museum enthusiastically celebrates her art, her history and her legacy through exhibitions, education programs and events for everyone. The site is a member of the Historic Artists' Homes and Studios program of the National Trust.

Internship Goals

* Become knowledgeable on the history of Elisabet Ney, her sculptures and studio practices
* Attend planning sessions with museum staff and partnering organizations and schools
* Develop hands-on learning activities that can be used within the museum as well as a classroom setting
* Create content for educational curriculum guides and other didactic materials that will support STEAM initiatives
* Market and promote the museum’s programs, special events, and educational curriculum
* Schedule classroom visits for our 3-D Elisabet Ney Model Program
* Conduct research on topics pertaining to local history, visual art and teaching methodologies by visiting educational institutions and studying various archives
* Identify viable resources that will support and enhance the museum’s programming initiatives
* Help staff cultivate a well-trained volunteer docent program especially focused on teen engagement
* Oversee the museum gallery by providing guided tours, assisting patrons, and recording attendance figures. This will also entail supervising the presentation and safety of collection items on display
* Assist with special events by coordinating logistics, organizing programming supplies and providing additional support for all participants. Work with volunteers to assemble and dismantle booths.

Qualifications

- This position is for a student currently enrolled in a college or university

- Ideally, the candidate will have an interest in art education and community programming

- Must be capable of using MS Office applications and presenting research and proposals in an organized manner

- Should have excellent communication skills and ability to interact with the public in a professional and engaging manner

- Must be able to work independently, with minimum supervision

- The intern will work at the Elisabet Ney Museum and conduct research/ site visits at other museums, schools and organizations that are within close proximity

- Will be required to submit a COA Volunteer Application and Criminal Background Investigation Form

Additional Information

There is some latitude in job duties outlined above, and creativity is a plus.