



Internships

About the Program:

As part of the educational mission of ArtsConnection, we provide comprehensive internships for teens and adults seeking professional and educational experience in the areas of Marketing and Development, and Teen Programs/Youth Development. If you are a teen, undergraduate/graduate student, recent graduate or early career professional, you are welcome to apply for this program. We seek applicants who demonstrate an enthusiastic interest in the arts education field and a desire to learn and grow.

Internship Benefits:

- Participation in ArtsConnection events and workshops
- Access to performances and exhibitions in the city
- Exposure to all departments and staff of the organization
- Attendance at department and full staff meetings
- Build a professional network and valuable references
- Site visits with other arts and education organizations
- Receive a stipend of \$300 per internship
- Receive credit (where applicable)

To Apply:

A complete application consists of:

- A cover letter describing your career path and how it relates to being an intern at ArtsConnection.
- A resume including any administrative and relevant experience

All material should be addressed to AC Internship Program

Please specify the internship for which you are applying

Please submit your application only once by the one of the following means:

ArtsConnection Internship Program:

520 Eighth Ave. Suite 321, New York, NY 10018

e-mail: artsconnection@artsconnection.org

fax: 212.302.1132

(no phone calls please)

DEADLINE:

Fall: Friday September 18th, 2015 (or before)

Spring: Friday January 22nd, 2016 (or before)

Internships Available

Teen Reviewers and Critics (TRaC) Media Intern

The Teen Reviewers and Critics Program (TRaC) is a free 10-week afterschool program for high school students from all over New York and New Jersey to explore the arts in NYC while expanding critical thinking and writing skills. The TRaC Media Intern will collaborate with the TRaC Program Manager to gain valuable job-readiness, administrative skills, and hands-on experience maintaining diverse social media outlets. Duties include, but are not limited to: collecting and organizing archival photos and videos of teen programs, maintaining the teen blog The Journal of Arts and Reviews (The JAR); writing and editing teen responses to arts experiences through social media and online; assisting with the administration of the TRaC and Freelancers' Corps programs. FALL/SPRING (minimum 10 hours per week, 12 weeks)

Student Art Program Intern

Student Art Program Intern

ArtsConnection's Student Art Program connects young artists from NYC public schools with corporate partners through exhibitions of student artwork, transforming art from a subject studied at school into a professional endeavor. The intern will collaborate with the Student Art Program Manager and the Program Assistant to gain valuable job-readiness and administrative skills associated with organizing student art exhibitions and will gain a full view of a non-profit arts-in-education organization, with exposure to daily operations, research and development meetings, client meetings and workshops. Specific duties will include many aspects of curation, installation and deinstallation of exhibitions, mounting and maintaining online galleries of the exhibitions, outreach, and planning and participating in opening receptions to which student artists, teachers and families are invited. FALL/SPRING (minimum 10 hours per week, 12 weeks)

High5 Program Intern

FALL/SPRING (minimum 10 hours per week, 12 weeks)

ArtsConnection's High5 program provides tickets to middle and high school students for just \$5. Free tickets are also provided to groups in youth serving organizations (YSOs) with some receiving pre and post trip workshops by trained artists. The High5 intern will participate in aspects of outreach, event planning (including monthly Pizza and a Movie Night), workshops, marketing, data management, and research of schools, YSO groups, teens, and alumni of the program. They will gain valuable job readiness and administrative skills working in collaboration with the High5 program manager and teen programs assistant.

Marketing and Development Intern

The marketing and development department at ArtsConnection consists of a team of staff working together to fundraise for and market the organization. This internship is an excellent opportunity to gain valuable hands-on experience in fundraising, event planning, and marketing for a non-profit arts organization. Duties include, but are not limited to: Assistance in coordinating fundraising and/or cultivation events; help with funding appeals and other outreach; researching potential funding sources and marketing outlets; assisting in the facilitation of online marketing and public relations efforts; assisting in constituent outreach, administrative duties and long-term planning efforts. **SPRING ONLY** (minimum 10 per week, 12 weeks)