



Youth and Teen Studio Art Internship – Undergraduate Level

Interested in program administration, artmaking, and art education?

Join the Palo Alto Art Center team for an interactive internship aiding studio instructors with summer camp classes. Youth and Teen Studio Art Interns work directly in the Art Center's classrooms, providing classroom management support to art instructors. Interns also work one-on-one with students, encouraging their creativity and supporting their development.

In this role, you will...

- Interact with students from 6-18 years old to encourage their creativity and provide a safe learning environment
- Assist with set up, clean up and preparation of supplies
- Can assist with teaching if there is a particular interest/expertise
- Supervise breaks and lunch at the Art Center
- Supervise check-in/check-out procedures
- Assist with transporting and preparing art supplies when needed
- Participate in special projects as assigned

You are a great fit for this role if you are...

- Enthusiastic about working with young audiences in a museum setting
- Interested in art making processes, contemporary art practices, and art engagement strategies
- Comfortable interacting with the public, especially children
- A strong communicator
- Detail-oriented
- Skilled in time management, prioritization, and organization
- Dependable and punctual
- Flexible, able to self-start, and have a passion for the arts and/or creative endeavors

When you will work...

This position is part-time, approximately 30-35 hours per week (8:30am-3:30pm Monday-Friday with some 10am-5pm shifts) from early-June 2023 to early-August 2023. Summer camp classes run from June 5 through August 4. Start and end dates are flexible, with a preference for a start date of June 1 and end date of August 11.

Youth and Teen Studio Art Interns are expected to arrive at 8:30 am to assist with set-up and stay 30 minutes after the camp to assist with clean up. For special projects, a schedule will be discussed in advance with site supervisor.

There are four positions available for Summer 2023.

Your compensation...

\$18 per hour

Ready to join the team? Here's what to do...

Please submit a cover letter, resume, and contact information for two professional references. In the cover letter, please address the following questions:

- Why do you feel you would be a good fit for this internship?
- How does this internship support your professional goals?

Background check and negative TB test are required during the hiring process.

Send all materials to Grace Pegan Abusharkh, Community Engagement Specialist, at grace.abusharkh@cityofpaloalto.org. Applications will be considered on a rolling basis.

The Palo Alto Art Center is committed to fostering the next generation of arts professionals through teen engagement, internships, and fellowships. We value diversity of cultures, races and ethnicities, countries of origin, ability levels, ages, religions, and gender expressions. We encourage individuals who are traditionally underrepresented in the museum field to apply.