



## Public Art Collections Internship Announcement

**Job Title:** Public Art Intern

**Hours:** 40 hours/week

**Compensation:** \$5,700 stipend (\$14.25/hr or \$570 per week)

**Application Deadline:** Monday, April 30, 2019 11:59 p.m.

**Dates of Internship:** June 10-August 16, 2019 (10 week internship)

### Eligibility:

- Currently enrolled undergraduate students must have completed at least one semester of college by June 2019, and those who will complete their degree by September 1, 2019 are also eligible to apply. (Students who are enrolled in a second BA or BS program are not eligible.)
- Internships are intended for members of groups underrepresented in professions related to museums and the visual arts, including, but not limited to, individuals of African American, Asian, Latino/Hispanic, Native American, and Pacific Islander descent;
- Reside in or attend college in Los Angeles County
- Be eligible to work in the United States

**Position Description:** The Public Art Intern will continue research in cataloging public art in Long Beach for the Arts Council for Long Beach's public art database. The database includes works that were privately commissioned and works created through the Percent for Art program jointly administered by Arts Council for Long Beach and the City of Long Beach. The database is the basis for a website page dedicated to local public art on Arts Council for Long Beach's revamped website, which launched in 2018. The ideal candidate would have interest in learning more about Public Art, archiving and data management. Specific duties include: organizing historical data, researching information about each artwork; shooting, editing and resizing photographs; and data entry and management. The Arts Council has been working in collaboration with Long Beach City Council Offices. Ten murals are planned in Long Beach City Council Districts One and Seven. The intern will have the opportunity to work alongside the Arts Council's Public Art Department to assist with communication and marketing for the projects. In addition, the intern will be tasked with assisting our Grants Department in preparing annual grant packets and attend three days of grant panels.

### Qualifications & Skills:

- An interest in Public Art
- Experience with archival research or practice (plus but not required)
- Working knowledge of Microsoft Office, Adobe Creative Suite, and Google Apps
- Strong reading, writing and proofreading skills with attention to detail
- Excellent organizational skills
- Great research skills
- Willingness to take the lead on certain projects and report progress to the intern supervisor
- An ability to work independently and collaboratively
- Experience photographing artwork outdoors (plus but not required)

Applicants should submit a cover letter outlining their qualifications for the position, unofficial transcripts, two references (including name and contact information) and resume. The resume must include education, work experience and extracurricular activities. Please email all application materials to [lisa.desmidt@artslb.org](mailto:lisa.desmidt@artslb.org) by **Monday, April 30, 2019 11:59 p.m.**

*This internship is sponsored and made possible by [The Getty Foundation's Multicultural Undergraduate Internship program](#).*