POLLY THAYER STARR INTERNSHIP // 2016-2017

The Isabella Stewart Gardner Museum seeks an advanced SMFA student enrolled in a BFA, Diploma, Post-Baccalaureate, MFA or MAT program to assist Community Engagement staff with the planning and facilitation of programs for Museum visitors.

Community Engagement at the Gardner
Community Engagement initiatives at the Gardner Museum increase and fortify sustainable, mutually beneficial relationships with culture makers, community groups and arts leaders in Boston. Programs and educational opportunities connect diverse audiences with the Museum’s rich collections, special exhibitions, concerts, and other resources and ensure welcoming and meaningful experiences for visitors of all ages.

About the Internship
The Polly Thayer Starr Internship exposes students to Community Engagement work at the Gardner Museum. The intern will assist Community Engagement staff with the planning and facilitation of Community and Studio programs for visitors of all ages, primarily in the Claire and John Bertucci Education Studio. Reporting to the Studio Projects Coordinator, the intern will primarily assist with Studio programs. This career development opportunity is intended as a direct extension of the student’s education at SMFA and/or museum studies coursework at Tufts. The intern receives a modest stipend and gains experience working in an internally-recognized museum of art. The internship opportunity is made possible by a generous grant from the Polly Thayer Starr Charitable Trust.

- Two semester (fall and spring) paid internship
- Reports to the Studio Projects Coordinator
- 12-16 hours per week (one Saturday a week required)
- Internship begins mid-September and concludes mid-May
- Payment of $2500 per semester provided to the intern by SMFA
- Internship may count as studio art credit pending approval by faculty/program directors

Responsibilities:
- Assist Gardner staff and guest artists with the planning and facilitation of drop-in programs for visitors of all ages, October through May. Programs include the Polly Thayer Starr Artist Series, Saturday Open Studio, Third Thursdays, School Vacation Weeks, and free days
- Develop, prototype, and test Studio art projects that allow Museum visitors to experiment with the creative process
- Assist with the ordering and preparation of materials for Community and Studio programs
- Collect, organize, and analyze data for program evaluations
- Complete administrative tasks as assigned
- Serve as a liaison to SMFA
- Complete all SMFA internship requirements

Preferred Qualifications:
- Advanced student enrolled in the BFA, Diploma, Post-Baccalaureate, MFA, or MAT program
- Availability of two days a week throughout the academic year (minimum September 2015 - early May 2016). One Saturday a week required.
- Dependable and self-motivated
- A desire to learn about museum and/or museum education practice
- Previous experience or interest in education and community programs a plus
- Current knowledge of Boston artists and arts scene desired
- Demonstrated commitment to working with diverse audiences
- Diverse candidates encouraged to apply

To Apply: Email resume and cover letter as one PDF attachment to bhone@isgm.org by July 29, 2016. Those candidates chosen for interviews will be contacted.

The Isabella Stewart Gardner Museum is an equal opportunity employer and encourages minority candidates to apply.
BACKGROUND INFO

Claire and John Bertucci Education Studio

The Gardner Museum’s Clair and John Bertucci Education Studio is located on the first floor of the Museum’s new wing. The Studio is a space where visitors have the opportunity to experiment, create, and engage. Drop-in workshops are held on weekends during Saturday Open Studio and during community free days and school vacation weeks. All visitors, regardless of age, ability, or familiarity with the creative process are encouraged to participate. No experience is necessary and no pre-registration required.

School Vacation Week Studio workshop

Polly Thayer Starr Artist Series

Similar to Isabella Stewart Gardner’s enthusiastic support of artists and culture makers, the Studio frequently collaborates with local artists in the development of workshops for visitors. On select Saturdays each month, artists in the Boston area lead day-long workshops in their medium. These workshops expose Museum visitors to artists’ working methods and allow visitors to explore the creative process from multiple perspectives. Collaborations encourage artists to interpret the Museum’s collection in new ways and to utilize the Gardner Museum as a resource in the local arts community.

Workshop participants working alongside guest artist Jason Wallace in the Studio