

Education Internship

Internship Overview:

The Education Intern will work with NMWA staff to support education initiatives. The Education Department offers interpretive programs and resources for audiences of all ages—including artist talks, gallery talks, hands-on workshops, exhibition and collection tours, *See for Yourself* interpretive cards, and audio guides—as well as school and teacher programs—including school outreach, field trips, teacher professional development workshops, and intensive institutes.

Commitment:

20–40 hours per week;

Required:

- Working every Wednesday between 11 a.m. and 2 p.m.
- Working every Thursday from 9 a.m. to 5 p.m.
- Working full-time July 8–12 and 22–26

Responsibilities:

- Support the preparation and implementation of the summer ABC Teacher Institute and Advanced Teacher Institute.
- Support the preparation and maintenance of programs and materials related to the museum's collection and special exhibitions.
- Support Education Department staff in the development and implementation of volunteer programs and training.
- Assist with school and teacher resources and programming, including but not limited to, digitizing lesson plans, prepping materials, and developing women artist-focused games.
- Develop and execute an evaluation to gauge the effectiveness of NMWA's docent-led tours.
- Draft at least one *See for Yourself* interpretive card.
- Conceive of and present at least one 30-minute Conversation Piece for the general public.
- Contribute at least one educational blog post to NMWA's *Broad Strokes* blog.
- Administer weekly Gallery Talk evaluations.
- Perform general departmental tasks, such as preparation of program and education materials, research, and correspondence.

Preferred Skills & Competencies:

- Strong organizational and computer skills
- Excellent written and verbal communication skills
- Ability to work independently and as part of a team
- Completed sophomore year of college by the internship start date

- Pursuing an undergraduate or graduate degree in art education, art history, museum education, museum studies, or related field