

Public Programs Internship

Internship Overview:

The Public Programs Intern will work with NMWA staff in supporting [Women, Arts, and Social Change](#) (WASC), the museum's new public program initiative focused on women and the arts as catalysts for change. Programming under the new initiative includes a series of FRESH TALKS—conversations and audience engagement events with artists, designers, and innovators on social justice topics ranging from equity to the environment—and Cultural Capital events—programmatic collaborations with area organizations related to the museum's mission. The Public Programs Intern also provides administrative support to the Director's Office as needed.

Commitment: 8–20 hours per week. Please specify your availability when applying.

Responsibilities:

- Perform general departmental tasks, such as preparation of program materials, research, and correspondence with program partners
- Contribute to audience development and outreach for each program
- Support departmental staff in preparation for Cultural Capital and FRESH TALK programs, including organizing materials and coordinating registration. Attend and assist at up to two weekend or evening FRESH TALK programs during internship
- Special research projects as assigned
- Assist with organization of special events under the auspices of the Director's Office

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 at the time of internship start date
- Pursuing an undergraduate or graduate degree in art education, art history, museum education, museum studies, studio art, or related field