



Teen Programs Internship Summer 2019

About ArtsConnection:

ArtsConnection is one of New York City's most comprehensive arts education organizations. For 40 years, ArtsConnection has made a profound difference in the lives of the city's children by providing nationally recognized programming in the performing, visual, literary, and media arts to the New York City K-12 public schools in the five boroughs of New York.

ArtsConnection's out-of-school time programs provide young people with various art going and art making opportunities that challenge them intellectually and socially, helping them to develop greater college and career readiness skills, extending their experience beyond the classroom. ArtsConnection Teen Programs attracts 20,000 young people each year through High 5 Tickets to the Arts, Teen Advisory Council (TAC), Teen Reviewers and Critics (TRaC), Student Art Program (SAP), Pizza and a Movie (PAAM), and internships.

About the Internship Program:

As part of the educational mission of ArtsConnection, we provide comprehensive internships for teens and adults seeking professional and educational experience in the area of Teen Programs/Youth Development.

Eligibility:

If you are a teen, undergraduate/graduate student, recent graduate or early career professional, you are welcome to apply for this internship. We seek applicants who demonstrate an enthusiastic interest in the arts education and non-profit field and a desire to learn and grow.

Internship Benefits:

- Participation in ArtsConnection events and workshops
- Access to performances and exhibitions in the city
- Exposure to all departments and staff of the organization
- Attendance at department and full staff meetings
- Build a professional network and valuable references
- Site visits with other arts and education organizations
- Receive a stipend of \$300 per internship to be paid by check or gift card
- Receive an unlimited ride metrocard
- Receive credit (where applicable)

To Apply:

Please complete [online application](#)

DEADLINE:

Summer 2019: Sunday, May 12

Internships Available

Teen Reviewers and Critics (TRaC) Intern

The Summer Teen Reviewers and Critics Program (TRaC) is a free 4-week program for high school students from all over New York and New Jersey to explore the arts in NYC while expanding critical thinking and writing skills. The TRaC Summer Intern will collaborate with the TRaC Program Manager to gain valuable skills, knowledge, and hands-on experience in arts education and administration. Duties include, but are not limited to:

- Schedule and assist with orientations for TRaC program participants
- Complete administrative tasks in support of the TRaC program including but not limited to data entry, copying, and filing
- Assist teaching artists during workshops and field trips to arts events
- Write and edit responses to arts experiences
- Contribute to creating a welcoming and inclusive environment for teen participants, staff and interns

Applicant should be:

- 18 years or older
- Eager to learn about the administrative and teaching practices that support youth development
- Responsible and mature individual who work well independently and in teams

Schedule: July 1 – August 8, 2019; minimum 20 hours per week, 6 weeks, 4 days per week, must commit to a Tuesday, Wednesday, Thursday schedule (with Mondays and Fridays depending on your availability)

Arts Administration Intern

The Arts Administration Intern will work closely with the Teen Reviewers and Critics (TRaC) Program Manager to gain valuable skills, knowledge, and hands-on experience in arts education and administration. The Arts Administration Intern provides administrative support for a diverse portfolio of teen programs including the Teen Reviewers and Critics Program and Pizza and a Movie Night Bronx Summer Series. Duties include, but are not limited to:

- Data entry and developing reports on teen experiences in programs;
- Assist with digital marketing efforts and promotional events;
- Update digital and paper archives;
- Contribute to and maintain the teen blog, *The Journal of Art and Reviews*;
- Organize materials and supplies for teen participants;

Applicant should be:

- Eager to learn about the administrative and teaching practices that support youth development
- Responsible and mature individual who work well independently and in teams

Schedule: July 1 – August 8, 2019; minimum 20 hours per week, 6 weeks; work days may vary

Student Art Program Intern (Exhibitions)

ArtsConnection's Student Art Program connects young artists from NYC public schools with corporate partners through exhibitions of student artwork, transforming art from a subject studied at school into a professional endeavor.

This summer, interns will work with the Teen Programs Manager for exhibitions to gain valuable job-readiness and administrative skills associated with organizing student art exhibitions. They will gain a full view of a non-profit arts-in-education organization, with exposure to daily operations, programming meetings, and client meetings. Interns will:

- Learn about curating and installing art through viewing current exhibitions and participating in preparing for upcoming exhibitions
- Contribute to ArtsConnection Teen Programs online blog *The JAR*
- Contribute to outreach plan for program to students and teachers
- Communicate with currently exhibiting artists
- Create online galleries using Wordpress

Applicant should be:

- Interested in visual arts, exhibitions, teen artists, arts education
- Detail oriented
- Responsible and mature individual who work well independently and in teams
- Proficient in Photoshop and Excel

Schedule: July 1 - August 8, 2019, 6 weeks, 4 days per week (minimum 20 hours per week) Schedule to be worked out with supervisor in advance. Required days: Monday July 1, Friday July 19, Wednesday August 7.