Samuel P. Harn Museum of Art
Intern Project Description Form

Staff contact name: Kerry Oliver-Smith, Curator of Contemporary Art

Title of Internship: Contemporary Curatorial Research Intern

Department: Curatorial

Brief Description of Internship: This internship is a research position for one or more of several ongoing projects including exhibitions of international contemporary art from the collection and developing original exhibitions in the museum temporary galleries. Research encompasses all media including moving image media.

ONGOING Intern Project – offered every term

Hours per week: 8 to 10 hours

Specific Duties:
• The intern will research art and art through art historical library and web information to support exhibition and collection planning. The intern will archive information in the museum’s date system.
• The intern will assist in exhibition planning and installation, including installation design and layout. The intern will also assist with the process of creating interpretive labels and text panels.
• The intern will assist in the cataloguing of new acquisitions and updating and correction of the Harn data base.

Qualifications needed:
• An art history or related background. Knowledge and experience with contemporary art is an asset.
• Computer fluency including Microsoft Office and Photoshop.
• Experience with digital image files.
• Strong research, writing and organizational Skills.

Learning Objectives:
• To gain professional career experience in curatorial practice
• Gain more knowledge of contemporary art
• Strengthen research skills.