

# Samuel P. Harn Museum of Art

## Intern Project Description Form

**Staff contact name:** Brandi Breslin

**Department:** Education

**Title of Internship:** Tour Programs Intern

### **Brief Description of Internship:**

This intern will work with the Educator for School Programs and Gallery Interpretation on the following projects:

- Docent Training - research exhibitions and collections in preparation for docent training; create and modify exhibition checklists for use by docents, staff & volunteers; assist with administration of docent training sessions & materials
- Tot Time – participate in program planning and organization; work closely with education staff, docents and volunteers to set-up and run a tour and art-making program for 2-5 year olds and their parents
- Art for Life – assist with communication and organization of this art appreciation outreach program to assisted living centers.

**Date needed and duration:** Ongoing – Fall and Spring Semesters

**Hours per week:** 10

### **Specific Duties:**

- Research to include library, internet and museum collections database research – topics to include 1) specific artists, artworks and exhibitions (variable by semester), 2) applicable reading material to further knowledge about artists and artwork
- Assist with preparation and coordination of docent training sessions and Tot Time tours – schedule availability on Monday mornings 9am-noon is critical.

### **Qualifications needed:**

- Knowledge of Art History and interpretation is helpful
- Knowledge and experience with interpretation of visual and written materials
- Dependable and punctual; professional demeanor
- Available 10 hrs/wk during museum business hours: M – F 8 am-5 pm (Monday morning availability is important for interaction with docent program)

### **Learning Objectives for intern:**

- Gain experience in museum practices and an understanding of the diverse roles in a museum
- Gain knowledge and experience with discussion-based learning
- Continue to develop research and interpretation skills
- Develop professional skills in implementing programs to enhance understanding, enjoyment and engagement of artwork