

Samuel P. Harn Museum of Art

Intern Project Description Form

Staff Contact Name: Paige Willis, Community Engagement & Museum Interpretation Intern

Department: Education

Title of Internship: Early Learning at the Harn Intern

Award: This internship position comes with a \$2,500 stipend. This scholarship/award may impact your financial aid. Contact the financial aid office to determine any such impact, as award money will disburse directly to UF's Office for Student Financial Affairs. You can visit their office in Criser Hall or call at 352.392.1275.

Brief Description of Internship:

This intern will work closely with education staff to implement the Harn's Early Learning at the Harn Program, which may consist of the following:

- Museum Visits: starting end of January through mid-March, Tuesday, Thursday and Friday mornings
- School Site Visits: starting mid-March, Tuesday/Thursday/Friday afternoons 12-3 pm *locations throughout Alachua County
- Family Engagement Days: select Saturday mornings

**It is not a requirement to attend all on and off site program dates, but flexible availability to attend most is preferred. Please include your program availability in your application.*

Specific Duties:

- Research, develop and implement art-making opportunities for specific ability levels.
- Correspond and work with early learning community partners.
- Create written guides and help lead program volunteers.
- Gain an in-depth understanding of select Harn exhibitions, works of art and themes across the collection.
- Prepare art materials. Set up and clean-up programs.
- Read and apply assigned print and online texts that detail best practices and new findings in art education, public programs, evaluation, art interpretation and visitor engagement.
- Other duties as assigned. May include involvement in School and Docent Programs at the museum.

Hours per week: 10 hours (During museum business hours: M-F 8am–5pm, to include above program dates)

Qualifications Needed:

- Coursework or experience in education, art education, studio art, museum education, community program development and/or art history
- Professional correspondence and strong verbal and written communication skills appropriate in representing the museum
- Research and creative problem solving skills
- Must be enthusiastic about art, learning, effective communication and creating an accessible environment for all visitors

Learning Objectives for the Intern:

- Gain professional experience in museum practices and an understanding of the role of museum education and how it fits within larger programs and goals.
- Gain program development and implementation skills
- Improve public speaking, visitor service, leadership and research and writing skills.
- Develop skills in facilitating engaging and enjoyable art-centered opportunities for early learning students and their caregivers.
- Develop a personal portfolio of projects and a strong resume.