

## **Whitney Western Art Museum Curatorial Intern Job Description**

**Department:** Whitney Western Art Museum

**Internship Title:** Whitney Western Art Museum Curatorial Intern (2019)

**Overview:** This internship provides experience to a student exploring career opportunities in art history. The intern will be introduced to curatorial practices including handling objects; researching the collection; interpreting the collection; and implementing tours. The intern will have an assigned project to complete during the defined period of the internship, but will also participate in all aspects of the curatorial department for broad exposure to museum functions.

**Level of Responsibility:** Reports to Curator and Curatorial Assistant, Whitney Western Art Museum.

The intern will also be expected to interact with other departments regularly, including the library (research), education (interpretation), IT, and collections management/conservation (object handling).

### **Specific Duties and Responsibilities:**

- Attend and participate in Center internship seminar and other activities.
- Work alongside curatorial staff on routine projects or tasks that may come up and be of educational value.
- Work on one or more of the specific projects listed below, as it pertains to skill set and professional or academic interests.
- Discuss, on a weekly basis, one to two articles pertaining to related projects, collections care and management, or art news.

### **Social and Digital Media**

#### ***Preparation and Production***

The Whitney Western Art Museum plans to further develop its digital media presence and seeks an intern who has skills and interest in producing web-based content. Tasks may include:

Preparing and editing web, audio, and/or video content

- Filming and editing artist interviews, lectures, and symposia
- Creating new content for the museum's Interactives page (See here: <http://centerofthewest.org/explore/western-art/interactives/>)
- Contributing to the museum's blog and social media outlets

Proficiency in Adobe Premier Pro CS5, WordPress, and Photoshop are highly desired, as is experience with hand-coding HTML/CSS and CAKE. Language translation and experience with Audacity a plus. Proficiency in Excel and Word is necessary.

## **Research and Content Development**

### ***Historical Art Research***

The Whitney Western Art Museum plans to undertake a major survey of its holdings of historical art. This project may involve the following tasks:

- Conducting traditional art historical and art market research
- Conducting surveys and condition reports in art storage vaults
- Conducting an inventory of objects in the collection

### ***Gallery Talks and Tours***

Engaging with museum visitors is a critical function of curatorial departments. The successful candidate would develop a public program around a work of art or theme within the Whitney's permanent collection display. Tasks may include:

- Research on topic of choice pertaining to collections
- Research on trends in audience engagement
- Announcing and delivering a regularly-scheduled 15-20-minute tour or talk for the public

### **Qualifications:**

- Open to advanced undergraduate or graduate-level students in art history or related field
- Requires general knowledge of art history
- Knowledge of western American history and/or art is helpful
- Previous research experience is helpful
- Demonstrated ability to work independently and collaboratively
- Strong interpersonal, communication, and writing skills