



**The Contemporary is currently
accepting Internship Applications
for September 2017 — May 2018.
The deadline is July 3, 2017 at
11:59pm.**

2017 — 2018 Internship Application

Description

The internship primarily provides a platform and budget for emerging arts scholars to design, research, and produce an issue of our annual intern publication, *Scroll*. Each year, the intern team works together to identify a theme relating to the mission and history of the museum. Interns then spend the majority of their time working on their *Scroll* issue under the guidance of museum staff.

Additionally, the position is an opportunity for individuals to learn about the operation of a nomadic, non-collecting museum focused on site-specific and subject-oriented projects in Baltimore. Interns will work closely with our small staff to carry out projects and facilitate our additional programming such as our Speaker Series that brings internationally-recognized artists, critics, curators, and art professionals to Baltimore.

The Contemporary offers each intern a stipend of \$1000 and a production budget for *Scroll*. Academic credit may be arranged with the intern's college/university. Student status, however, is not a prerequisite for consideration.

Commitment and Duties

Internships begin in September and end in May (a duration of 9 months or one academic year) with an expected time commitment averaging 10 hours per week. Interns will collaborate to conceptualize, create, design, and produce one issue of our annual research-based publication, *Scroll*. Interns will be treated as staff members and will assist the museum with routine work as well as special projects. Other intern responsibilities include but are not limited to administrative tasks, archiving, digitization, assisting during museum events, and attending field trips.

Qualifications

The ideal intern is highly motivated, curious, and has a strong interest in Baltimore, contemporary art, and the museum's mission. The candidate should be eager to collaborate with other interns and staff and have excellent computer, organizational, reading, writing, design, and communication skills.

www.contemporary.org/internshipapplication



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Application Procedure

Please submit the following application materials to our online portal listed below. Resumes and statements should be attached as PDFs. Portfolio items can be PDF, JPG, GIF MP3, MP4, or MOV. Incomplete or late applications will not be considered.

Application Link:

contemporary.org/internshipapplication

- Application Form
- Resume
- Personal Statement
- Portfolio

Application Timeline and Selection

- Application Deadline: All materials are due by **July 3, 2017**
- Invitation for Interview: Candidates selected for interviews will be notified by **July 13, 2017**
- Notification of Decision: Selected candidates will be notified via email by **August 15, 2017**

Questions

If you have any questions about the application process, please send inquiries to Education Director Lee Heinemann: **lheinemann@contemporary.org** with “Internship Inquiry” in the subject line.

Personal Statement

Please summarize in 500 words or less why you are interested in interning with The Contemporary and how you think you could contribute to our team. Additionally, please highlight your specific interests in contemporary art practice and share the topics, trends, and areas of focus or research that appeal to you.

Portfolio

Please provide a portfolio that best summarizes your accomplishments thus far. The portfolio will inform us of your individual style and capacity. It can include work you’ve done individually, as part of a group, or while interning with another institution. Portfolio items can include but are not limited to artworks, exhibitions, publications, film, sound, and essays. Please limit your portfolio to 15 items and include a PDF that lists and describes the materials included—ie: project title, short description, date, and size (if applicable).

References

Please include the names and means of contact for two references who can speak to your abilities.

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