

Internship Program



The Fayetteville Museum of Art's Internship Program provides interns with exposure to the inner workings of an art museum, promoting an awareness of museum careers through experiences not available in most academic settings. Partnering with the Museum is a solid step for a college student to not only give back to the community, but to gain valuable skills that make them desirable to employers after they graduate. The Museum selects a diverse group of talented undergraduate students from a regional pool of candidates.

The Internship Program offers internships year round to qualified students who are enrolled in college and have maintained a 3.0 grade point average. The program requires a weekly time commitment of a minimum of 8 hours that is flexible to the student's schedule. If the student requires approval for course credit, a semester commitment is required. Interns are placed according to departmental needs that vary from year to year but primarily are:

Arts Administration: For those interested in Office Administration within an Art Museum, the Intern will learn first hand the day to day duties required administratively to keep a Museum's doors open.

Non-Profit Administration: For those interested in getting their feet wet with Grant Writing, these interns will help Executive Staff seek new sources of Grant Funding and aid in editing and compiling proposals.

Curator Assistant: For those interested in Curator Careers, these interns will aid in the exhibit process, from theme to collecting artist materials, to physical hanging of a show.

Design Department: For those seeking to pursue a career in the Graphic Arts, these interns will assist our Design Department in creating exciting new materials for our variety of printed and online media.

General Education: For those interested in gaining experience in the many facets of art education. The intern will be directly assisting teachers in preparing for class activities and aiding in instruction.

Art Library: For those interested in a career in Library Science, these interns will aid our Resource Coordinator in data entry, cataloguing, and various other tasks.

Special Events Assistant: For those interested in Event Production, these interns will assist our Event Coordinator in executing the functions that make our organization thrive.

The Museum encourages students from all backgrounds to apply and is dedicated to a culturally diverse internship group.

All applicants must submit the following materials: application; resume; and a one page essay describing the candidate's interest in the internship, skills that would contribute to the program, and career goals. Applicants will be considered on a rolling basis and as the need arises. You can contact Erica Gilbert at 910.485.5121 or erica@faymoa.org with any inquiries.

Intern Application

Contact Information

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

College

College: _____ Date of Graduation: _____

Degree: _____ Relevant Course Experience: _____

Availability

What days are you available to complete Intern Hours?

Mondays Thursdays
 Tuesdays Fridays
 Wednesdays Weekend

Interests

Tell us in which areas you are interested in order of preference.

Administration Design
 Non-Profit Education
 Curator Library
 Special Events All

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, internships, or through other activities.

Previous Work/Intern Experience

List relevant work/intern experience if applicable

Name	Position

Recommendations

Please List Three Professional Recommendations w/contact Information

Name	Association	Telephone Number

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as an intern, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	
Signature	
Date	

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in the Fayetteville Museum of Art.