

**Seattle Art Museum
Unpaid Internship Description**

Title: Curatorial Intern

Department/Location: Curatorial

Staff Mentor: Collections Coordinator

Learning Objectives: With a focus on the permanent collection, this curatorial internship serves as an opportunity to work with curators across departments and conduct art historical research in a major art museum.

Intern Tasks:

- Work with curatorial staff to identify areas of the collection that can be better represented online, developing interpretive content for the website as well as museum records
- Contribute research and curatorial content to SAM Blog
- Expected time commitment: average 10-15 hours/week, schedule is flexible within Monday-Friday, 9 am-5 pm office hours

Qualifications:

- Research skills demonstrable from education and/or work history
- Ability to write clearly and effectively
- Evident interest in pursuing museum work
- Ability to work with staff and volunteers in a professional manner on a variety of tasks
- Ability to communicate effectively to staff, volunteers and public
- Basic filing, typing and computer skills
- Ability to ask for help and accept supervision and evaluation of your work
- Abide by the Standards for Museum Volunteers/Interns as outlined in the Volunteer/Intern Packet

Physical Requirements:

- Manual dexterity
- Ability to lift up to 20 pounds

Education:

- Working towards completion of Bachelor's degree in art history or related field

APPLICATION PROCESS:

Submit via mail or email

- SAM Internship Application (available at <http://www.seattleartmuseum.org/about-sam/careers#int>)
- Cover letter
- Resume
- Two letters of recommendation
- One writing sample (maximum 15 pages)

Mail: Internship Coordinator
Seattle Art Museum
1300 First Avenue
Seattle WA 98101-2003

Email: internships@seattleartmuseum.org