



Curatorial: Fine Arts Position Description

Goal of internship:

The internship will provide the student with an introduction to standard museum practice and provide hands-on experience in museum work. By the end of the term, the intern will be fully familiar with the curatorial function within the museum setting. This will include research, exhibition planning and execution, record keeping, and maintaining and conserving collections, assisting with logistical support concerning object loans, shipping, insurance etc., writing label and gallery guide texts and assisting with the production of exhibition catalogues.

Objectives:

The intern will research various art objects, whether they are objects for possible addition to the collection, exhibition loan items or objects in the museum's permanent collections.

The intern will gain hands-on experience mounting and dismounting exhibitions.

The intern will have hands-on experience with objects in the permanent collection in terms of conserving, assessment of matting, framing and mounting and researching these objects.

The intern will assist the Curator of Art in the normal daily work within the department.

Evaluation:

The intern will be evaluated on the basis of his or her performance of the above tasks and the degree of independent thinking which (s)he approaches the assigned tasks.

At the end of the internship period, the staff supervisor(s) will complete a Museum Intern Evaluation form.

It is strongly recommended that the student keep a journal of their experiences at the museum. While this is no longer a requirement of the museum, it is an excellent way for the college to be informed of the nature of the student's activities, and an opportunity for the student to reflect on the term's experiences.