

Family Programs Summer Internship

Reports to: Teaching Specialist

Department: Education

Status: Seasonal/Temporary

Openings: Four (4)

Dates of Work for Summer 2013: Regular hours are 8:30am-4:30pm, Monday through Friday during the following dates: June 10-14, June 17-21, June 24-28, July 8-12, July 22-26, July 29-August 2, August 5-9, August 12-16 (hours may vary depending on the number of camps that take place per week).

Application Process

In one envelope, please submit: a cover letter, resume (which should detail name, home and college addresses, telephone numbers, and e-mail address, educational background, previous experience or employment), and two letters of reference from an instructor/employer. Address submissions to: Summer Art Camp Internship, c/o Danielle Schulz, 1717 N Harwood, Dallas, TX 75201. Complete applications are due by **Friday, April 5, 2013**.

Scope of Position

Interns will learn about the day- to-day summer art camp programs for children ages 4-12 that take place in both the galleries and in the studio at the Dallas Museum of Art. Each intern will gain hands-on experience in using a variety of teaching skills through observation and assisting the summer art camp teachers by facilitating gallery activities, art-making projects, games, and sensory explorations.

Learning Outcomes

- Learn about the functions of day-to-day summer art camp, including signing students in and out daily for class, updating the registration notebook as needed, and assisting the art teachers and campers during gallery tours and in the studio.
- Help teacher with set-up and clean-up in studios daily before and after each class.
- Encourage children with art projects as needed, modeling skills, providing tips, and helping them to problem solve.
- Learn about the needs, abilities, and challenges of various groups, including working with preschool and elementary children, tweens, and children with autism
- Under the guidance of the Teaching Specialist, interns will supervise a small number of children during lunch hour and before and after classes.
- Represent the Dallas Museum of Art in a professional manner and appearance.
- Other duties as assigned.

Knowledge, Skills and Abilities

- Open to college students. High school juniors and seniors will also be considered. May count as community hours for high school students (subject to school approval).
- Ideal for those wishing to gain experience with art education and/or working in a museum environment.
- Previous experience working with children or art education is preferred.
- Must be willing to promote the art and mission of the Dallas Museum of Art.
- Must be able to pass a criminal background check.
- Bilingual a plus.

This position will be paid an honorarium of \$500.