



COMMUNITY ARTS EDUCATION INTERN POSTING

P.S. ARTS is dedicated to advancing equity and opportunity for children and youth by providing arts education in systemically under-resourced public schools and communities.

P.S. ARTS encourages all employees to feel empowered by and model the Organization's values: Art, Community, Equity, Innovation & Excellence.

Reports To:	Deputy Director
Location:	Hybrid
Schedule:	Office Hours 9 _{AM} – 5 _{PM}
Designation:	Full-Time, Temporary; Non-exempt
Length of Internship:	June – August 2023, 10 weeks
Salary:	\$17/hour

Position Summary:

The P.S. ARTS Community Arts Education internship is a part of the Getty Marrow Undergraduate Internship program and is funded by the Getty Foundation. This internship is intended for outstanding students who are members of underrepresented groups in careers related to museums and the visual arts.

To be eligible, candidates must:

- *Be of a group underrepresented in museums and visual arts organizations, including, but not limited to, individuals of African American, Asian, Latinx/Hispanic, Native American, or Pacific Islander descent;*
- *Be a currently enrolled as a full-time undergraduate. Students must have completed at least one semester or two quarters of college by June. Candidates can be from all areas of undergraduate study and are not required to have a demonstrated a previous commitment to the visual arts; AND*
- *Reside or attend college in Los Angeles County.*

Please refer to the Getty website for full eligibility requirements.:

<http://www.getty.edu/projects/getty-marrow-undergraduate-internships/>

P.S. ARTS' internship will provide hands-on experience in working with a leading arts education nonprofit in the areas of school-based arts programming and community engagement. Under the supervision of the Deputy Director, the intern will work in tandem with the Community Engagement department to advance the goal of strengthening public value for art and arts education. The intern will play a key role in providing historically disenfranchised communities with access to public art programs by designing projects and facilitating art making workshops.

Key Internship Takeaways:

- Gain an understanding of best practices in standards-based K-8 visual arts programming and curriculum design.
- Insight into nonprofit general operations and administration.
- Transferable admin, programming, and program development skills.



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As will all P.S. ARTS employees, the intern will take part in a comprehensive performance management program which includes weekly department meetings along with one-on-one meetings with the Deputy Director to track progress on goals, and an internship exit interview.

Qualifications and Training:

Interested applicants should have a strong background in visual arts, as well as an interest in education programming, nonprofit administration, and working with diverse and under-resourced communities. The ideal applicant should be highly motivated, self-directed, and have strong organizational skills. Proficient with Mac operating systems is preferable.

Responsibilities:

- Research and develop new visual arts lesson plans for P.S. ARTS To Go! projects centered around upcoming museum exhibitions and permanent collections at local cultural institutions.
- Create a museum resource guide connecting the communities we serve to local museums and cultural institutions where families can experience art and museum-based public programming.
- Support the community programs team with creating family-friendly visual arts lessons and PowerPoint presentations for P.S. ARTS Family Art Nights.
- Lead P.S. ARTS staff in bimonthly Art Labs.
- Assist in researching artists and anchor works for P.S. ARTS' 2023-2024 program theme.
- Attend and support P.S. ARTS' summer professional development intensives for current and prospective faculty.
- Contribute to P.S. ARTS' social media platforms and blog by writing about the internship experience and arts education topics of interest.

Please note this description is not designed to cover or contain a comprehensive list of activities, duties or responsibilities that are required of the Intern for this internship. Changes may be made in response to department needs and the Intern's interests.

Working Conditions:

- Bend, twist, reach, stand and/or sit for long periods of time.
- View LCD screens for long periods of time.
- Work with video equipment and a comfort with recording and/or being recorded.
- Occasionally lift, push, pull or carry supplies, equipment, or furniture up-to 40lbs.
- Mileage reimbursement is provided for travel beyond a regular commute.
- COVID-19 vaccination and documentation of proof is required.
- Completion and clearance of a background check and/or Live Scan.

How to Apply:

Please send a cover letter and resume to Elda Pineda at elda.pineda@psarts.org with the subject line "Getty Marrow Internship"

Phone and in-person interviews will be scheduled on a rolling basis.

PLEASE NO HARD COPIES OR PHONE CALLS.

P.S. ARTS is an equal opportunity employer (EOE) and dedicated to better reflect the communities we serve. P.S. ARTS is actively taking steps to meet our commitment to diversity and to building an inclusive environment for people of all backgrounds and ages. We especially encourage members of historically underrepresented communities to apply for this position, including women, people of color, LGBTQ people and people with disabilities.