



GETTY MARROW COMMUNITY ARTS EDUCATION INTERNSHIP JOB POSTING

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

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| Location: | Hybrid; P.S. ARTS Office, Los Angeles |
| Schedule: | Office Hours 9 _{AM} – 5 _{PM} |
| Designation: | Full-time, Temporary; Non-exempt |
| Pay Rate: | \$17.87 per hour |
| Internship Dates: | June – August 2025 |

Internship Overview:

The Getty Marrow Community Arts Education internship at P.S. ARTS 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 Programs team the intern will work in tandem with the Community Programs 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 arts lessons and facilitating art making workshops for families and communities.

Key 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.

Primary responsibilities include the following:

- Research and develop new visual arts lesson plans for P.S. ARTS To Go! Projects
- Demo project ideas by facilitating artmaking workshops for P.S. ARTS staff
- Create a museum resource guide connecting the communities P.S. ARTS serves 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.
- 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 job. Duties, responsibilities and activities may change in response to organization or internship need at the discretion of the CEO or internship supervisor.

About P.S. ARTS:

P.S. ARTS encourages all employees to feel empowered by and model the Organization's values of Art, Community, Equity, Innovation and Excellence. The P.S. ARTS team is a diverse group of people with different skillsets and experiences, from various cultures and backgrounds with one thing in common – a dedication to arts education.

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Requirements and Qualifications:

This internship is made possible with support from the Getty through its Getty Marrow Undergraduate Internships initiative. A Getty Marrow Undergraduate Intern must:

- *Be currently enrolled as a full-time undergraduate in either a bachelor's degree program or an associate's degree program. Students must have completed at least one semester or two quarters of college by June. Students who graduated the semester or quarter immediately before the internship begins are also eligible. (Students who are enrolled in a second BA or BS program are not eligible).*
- *Attend college in or be a permanent resident of LA County;*
- *Be a United States citizen or permanent resident (non-citizen authorized to live and work in the United States on a permanent basis; also known as a "green card" holder). Students with DACA (Deferred Action for Childhood Arrival) status valid through the internship period are also eligible; and*
- *Attend three mandatory Education Events (Arts Summit on 06/23/25 plus two learning events).*

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

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

Interested applicants should have an interest in the arts or arts education and community programming. The ideal applicant should be highly motivated, self-directed, and have strong organizational skills. Proficient with Mac operating systems is preferable.

Working Conditions:

- Lift, push, or carry supplies, equipment, instruments or furniture up-to 40lbs.
- 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 video recording and/or being recorded.

How to Apply:

Please submit a cover letter *and* resume to jobs@psarts.org, subject line: "Getty Marrow Intern." Please no hardcopies or phone calls.

APPLICATION DEADLINE: April 18, 2025

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

Selection will be made by/on May 16, 2025

P.S. ARTS is an equal opportunity employer and aspires to better reflecting the communities we serve while building an inclusive environment for people of all backgrounds and ages. P.S. ARTS also supports and will provide reasonable accommodation to ensure the application process is accessible to candidates who require additional accommodation. P.S. ARTS will consider qualified applications with arrest or conviction records for employment in accordance with the Los Angeles County Fair Chance Ordinance for Employers and the California Fair Chance Act. Per California Education Code § 45122.1, § 45125.1, and § 44237, criminal history restrictions apply. Appointment to this position is contingent upon successful clearance of all pre-employment screening and onboarding requirements.

POSTED ON: 03/2025