

YALE CENTER FOR BRITISH ART

New Haven Promise Internship Installations Department

POSITION OVERVIEW

The Yale Summer Internship is to provide a New Haven Promise student with a learning experience in the Division of Collections working under the direction of the Chief of Installation.

The intern may have the opportunity to work in the following departments at the Yale Center for British Art; Installation, Conservation and Imaging. The internship is for a period of 8 to 10 weeks, with a rotating schedule of two-week increments to be determined. This is an excellent opportunity for an energetic, dedicated individual looking to gain experience in departments behind the scenes at the Center.

As an intern, you will have the opportunity to learn about a variety of responsibilities, including but not limited to:

- Art installation procedures and handling techniques
- Case assembly and mount making
- Exhibition planning and design
- Lighting requirements
- Maintaining both permanent and special exhibition objects
- Storage and transportation of artwork, visits to our West Campus facility
- Working collaboratively with Curatorial, Imaging and Conservation departments

SKILLS AND QUALIFICATIONS

The position is open to a currently rising sophomore, junior, or senior at an undergraduate institution with an interest in art or art history. Available to work Monday through Friday, 37.5 hours per week, May 28 – August 16, 2020. Employment is contingent upon successful completion of background and credit check.

Preferred skills and qualifications:

- Excellent interpersonal skills; ability to work in a team environment.
- Excellent written and oral communication skills. Demonstrates good attention to detail.
- Excellent computer skills; proficient in MS Office applications.
- Display high level of discretion and confidentiality regarding museum information.
- Confident working with hand tools and lifting delicate objects.
- Ability to manage multiple projects simultaneously and perform under deadlines.