

Department: Education – Public Programs

Expected projects/work assignments:

- Help to develop and implement programs that explore the 2022 Whitney Biennial, the Whitney's Collection, and other upcoming exhibitions.
- Projects will include:
 - Research artists, curators, writers, filmmakers and scholars for panels, workshops, film screenings and other events
 - Assist with the advance planning for public programs across departments including Education, Curatorial, Digital Media, Marketing and Visitor Services
 - Help to coordinate with museum staff, featured guests and members of the public on the day of events
- Maintaining Public Programs digital archives

Skills and qualifications required (including technology skills):

- Demonstrated interest in art history, contemporary art, American studies, and/or museum education
- Excellent attention to detail and organizational skills
- Excellent oral and written communication skills
- Ability to juggle a variety of tasks simultaneously and work in a fast-paced work environment
- Strong collaborative and interpersonal skills
- Familiarity with MS Office and Photoshop

What type of training will be provided?

- Training on event production, research, and administration will be provided.

Outcomes

- The intern will learn about emerging artists, experimental pedagogy and event production in a dynamic museum setting.
- Knowledge of current and upcoming Whitney exhibitions and the artists, scholars and critics participating in Public Programs, as well as more broadly the field of modern and contemporary art history and related disciplines.
- Experience in developing and producing museum programming, including coordinating with museum staff, program promotion and audience engagement, program documentation, and preparing visual materials