

PROGRAMS + EDUCATIONAL INTERN

INTERNSHIP DATES

Summer Semester | June - August

Opportunity for position to continue through fall. Class-credit available with proper paperwork provided by the intern.

FLEXIBLE SCHEDULE

Approximately 10-15 hours per week; positions will primarily work in person, with some flexibility for remote work. Some nights or weekends might be required.

DESCRIPTION

The UMLAUF Sculpture Garden + Museum is seeking a motivated intern to assist in our Programs Department. This position will provide direct experience in a working museum and is a great way to enter the arts community of Austin. The Programs Intern will support staff in all aspects of educational programming.

Tasks include:

- Assist with the planning and implementation of programs, including Summer Camps and our annual Straw Fest event
- Research interactive art experiences for family audiences
- Coordinate and assist with digital communications
- Process and assist with school group inquiries
- Support on-site tours provided by docents

Qualifications:

- Background in Art Education preferred
- Proficient in Microsoft Office – Word, Excel, Outlook
- Excellent organization skills
- Strong attention to detail, and ability to multitask
- Basic experience working with children a plus

TO APPLY

Please complete our Application Form and submit a resume & cover letter [online here](#).

