

the Columbia Museum of ART

Museum Engagement Apprenticeship

Boyd Plaza

Made possible with generous support provided by
The Knight Foundation Fund at the Central Carolina Community Foundation

Grant Period
March – December 2019

Summer Session: May 1– August 31, 2019
Submission Deadline: Sunday, April 21, 2019

Fall Session: August 19 – December 21, 2019
Submission Deadline: Sunday, July 14, 2019

Description

The CMA is proud to launch a year of dynamic inaugural programming for the newly renovated Boyd Plaza through the generous support of a major provided by the Knight Fund Foundation at the Central Carolina Community Foundation. To present this programming, the CMA is looking for a dynamic, energetic, and creative individual to serve as a Museum Engagement Apprentice to assist, lead, coordinate and create dynamic, community-centered plaza programming for a wide range of audiences (youth, families, and adults) with Department of Education and Engagement.

Payment: A total stipend of \$2,160 paid bi-weekly installments.

Time Requirement - Apprenticeships will be offered over a summer and fall session:

Summer Session: May 1 - August 31, 2019 (18 weeks)

Fall Session: August 19 - December 21, 2019 (18 weeks)

12 hours per week Requires a flexible schedule, primarily on evening and weekend hours.

Eligibility

Applicants must be undergraduate juniors or seniors, recent college graduates or graduate students with a strong interest in event programming, arts administration, community arts, and/or related areas, or equivalent experience of the above.

Responsibilities

- Support the Museum's mission of **educating, inspiring, and enriching** the lives of members of our community through art.
- Assist in developing, managing, and executing programs for the inaugural year of the renovated Boyd Plaza that embody the CMA's Experience Promises to be: **Inspiring, Welcoming, Community-Centered, Playful, and Vibrant.**
- Perform various tasks at events including evening and weekend events. These tasks will range from logistical set-ups, running check in, assisting performers and answering guest's questions to assisting, coordinating, and creating original content for programs and a range of audiences.
- Physical strength for lifting and moving equipment and comfortable operating various Audio/Visual Technologies
- Learn about the museum's collection, exhibitions, and programs.
- Conduct assessment and evaluation methods.

Checklist for Apprenticeship Application - Packets MUST include:

- Cover letter of interest, which should include:
 - statement of your interest in a particular department
 - what you can contribute in this position
 - what you hope to learn from your experience
- Current resume including all contact information school affiliation and/or work experience, plus 2 – 3 references.

