the Columbia Museum of ART

Summer Camp Internship 2026

Reports to: Engagement Manager

Purpose: To facilitate educational programming that includes summer camps and workshops. The Columbia Museum of Art celebrates outstanding artistic creativity through its collection, exhibitions, and programs. The Columbia Museum of Art promises to be an inspiring, welcoming, community-centered, playful, and vibrant institution.

Responsibilities: The person in this position will oversee and assist with multiple aspects of the summer camp program.

Primary responsibilities include:

- Implementing summer camp check-in and check-out to ensure drop-off and pick-up go as smoothly as possible each day.
- Serving as an assistant in camps includes helping with materials and instruction, monitoring behavior in galleries, overseeing break times, and helping to implement classroom management plan elements, as necessary.
- Helping prepare binders and materials for summer camps; assisting with preparation and clean-up before and after camps each day.

Knowledge and Experience: Candidate should have at least one year of college education when the internship begins or equivalent experience. A major in education or art education is preferred. Candidate must have some experience working with children in an academic or daycare environment.

Skills and Abilities: Candidate should have excellent interpersonal and communication skills, both with children and adults. They must be positive representatives of the museum with a commitment to providing an outstanding experience for every participant. Candidate should be organized and detail oriented, a background or experience in studio art and/or education is a plus.

Job type and Availability: Internship will run June 1 – July 31. Candidate must be available for at least four consecutive hours each day Monday through Friday for approximately 8 weeks during the internship period. Intern will receive a stipend and/or academic credit for internship.