



Montclair Art Museum

3 South Mountain Avenue, Montclair, New Jersey 07042-1747
Phone: (973) 746-5555 / www.montclairartmuseum.org

Internship Application Fall & Spring Semester Summer (June- August)

(Please type or print clearly)

Name _____

Permanent Address _____

Telephone _____ **Email** _____

School Address _____

Telephone _____

Send correspondence to: _____ **Permanent Address (between dates: _____)**

_____ **School Address (between dates: _____)**

College _____ **Date of Graduation** _____

Major/ Minor _____ **Degree** _____

Courses taken which would be relevant to a Museum internship:

Graduate School _____ **Date of Graduation** ___/___/___

Field of Study _____ **Degree** _____

Relevant Courses:

(Please include with your application an official academic transcript from your college or University)

Please rate your areas of interest (1-4, 1 signifying the highest level of interest)

___ Educational programming for adult or youth audiences

___ Teaching youth art

___ Museum guide

___ Curatorial, research

___ Grants, fundraising, Membership

___ Communications/publicity

___ Registrar (clerical, data entry)

___ Exhibition Installation

___ Museum store

___ Administration

I am willing to work in any area of the Museum ___Yes ___No

To learn more about past internship areas, visit the Museum website at:
www.montclairartmuseum.org

Relevant Work/Volunteer Experience

Company/Organization	Position Held	Dates

Foreign Language Skills

Language(s)	Fluency Level (reading, writing, speaking)

Do you expect this internship to fulfill an academic requirement? Yes No

Please submit the following additional support materials with your application:

Resume

Essay – 500 words maximum, on a separate piece of paper (typed), please tell us why you are interested in the Montclair Art Museum internship program, what your career goals are, and what unique skills you might bring to the Museum.

Official Academic Transcript(s) (may be mailed separately)

Two (2) academic recommendations (letters may be mailed separately)

Name	Position
1) _____	_____
2) _____	_____

How did you hear about the Montclair Art Museum Internship program?

The Montclair Art Museum Internship is an unpaid, volunteer position. You are encouraged to contact your respective school about receiving academic credit and the availability of funding for internships at nonprofit institutions.

Send your completed application packet to:

Rita Bausch, Volunteer Coordinator
Montclair Art Museum
3 South Mountain Avenue
Montclair, NJ 07042

For more information:
Email: rbausch@montclairartmuseum.org
Telephone: (973) 746-5555, ext. 5124

Rolling application deadlines
Internships begin:
September
January
June