PHILADELPHIA MUSEUM OF ART

Museum Studies Internship Program
June 9–August 8, 2014
Please type information for all sections completely.

Name _____ Date of Application _____

Permanent Address _____

_____

Telephone _____

Mailing Address at School _____

_____

Telephone _____

E-mail _____

(Check your spam or junk folder for e-mails from the Museum.)

Send correspondence to: ☐ Permanent Address (Dates: _____) ☐ School Address (Dates: _____)

College _____ Date of Graduation _____

Degree _____ Major _____

Courses relevant to this internship _____

_____

_____

Include an official academic transcript from your college or university.

Graduate School _____ Date of Graduation _____

Degree _____ Field of Study _____

Courses relevant to this internship _____

_____

_____

Include an official academic transcript from your college or university.

Rank up to four areas of interest. For descriptions of each category, visit www.philamuseum.org/internships. Review the descriptions thoroughly before making your selection(s).

☐ Archives
☐ Collections Information
☐ Communications
☐ Conservation
☐ Curatorial (Note your area[s] of interest/specialization.)
_____
_____
☐ Development
☐ Editorial
☐ Education: Community Outreach
☐ Education: Family Programs
☐ Education: Public Programs
☐ Education: School and Teacher Programs
☐ Education: Summer Camp Group Program
☐ Finance/Business Administration
☐ General Counsel
☐ Government Affairs
☐ Graphic Design
☐ Human Resources
☐ Information Services
☐ Library
☐ Membership
☐ Registrar
☐ Rights and Reproductions
☐ Wholesale and Retail Operations

I am interested in a wide variety of museum functions and would accept any placement that matches my skills.

☐ Yes ☐ No

Recommendations

Indicate two current or former professors, academic advisors, or employers who have written a letter of recommendation on your behalf.

1. _____

2. _____

Relevant Work/Volunteer Experience

Company/Organization	Position	Dates

Foreign-Language Skills

Language _____ **Ability:** ___ Reading ___ Writing ___ Speaking

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Do you expect the internship to fulfill an academic requirement?

___ Yes ___ No

If yes, please explain. _____

_____

Essay One *250 words*

Describe what has led you to apply to the Philadelphia Museum of Art's Museum Studies Internship Program and your broader interest in the museum/art field.

Essay Two *250 words*

Describe how your specific interests, skill sets, and experiences might relate to the departments that you have selected on your application.

Finalists will be contacted by March 14, 2014, for an interview.

Application packet checklist:

___ Application Form

___ Résumé or CV

___ Academic transcript(s)

___ Two Essays

___ Two letters of recommendation

Send completed application packet to:

Education, Museum Studies Internship Program
Philadelphia Museum of Art
2500 Spring Garden Street
Philadelphia, PA 19130

For more information:

Call 215-684-7596
Fax 215-236-4063
E-mail internships@philamuseum.org
Visit www.philamuseum.org/internships

Your completed application must be postmarked by January 31, 2014.

For office use only

Application received _____

Interview _____