Georgia O’Keeffe Museum

**Position Title:** Art & Leadership Program Intern  
**Department:** Education & Interpretation  
**Location:** Santa Fe, NM  
**Pay:** $14.00 per hour  
**Hours:** Full time temporary, Internship

**Position Summary**  
This internship focuses on assisting and supporting middle-school aged participants and staff of The Georgia O’Keeffe Art & Leadership Program. Interns are responsible for helping to supervise participants, facilitate activities, maintain the program site, and serve as role models for A&L youth. In this role, interns will also have a chance to take the lead in creating educational or hands-on lessons for each session. At the end of the summer, interns will also have the opportunity of assisting in the organization of the end-of-summer art exhibition. Most importantly, interns are also responsible for working as a team to help generate a fun, constructive, supportive, and creative learning environment!

**Key Learning/Experience for Intern:**  
Interns will be trained to work with children on teamwork, problem-solving, and the development of their artistic talents, which in turn enhances your confidence as role models. While leading day-to-day within the program, interns will also learn how to facilitate camp-like experiences for the youth. Additionally, interns will receive coaching from experienced Museum staff on exhibition planning for final art installation. Interns will additionally have a chance to meet with a variety of museum staff to learn about museum careers.

**COVID-19 considerations:**  
All visitors and employees are required to wear a mask at all times and maintain social distancing of 6 feet or more. All staff complete COVID safe practices training through NM Safe Certified. Common surfaces are sanitized regularly, and cleaning measures are in place to prevent the spread of the virus. Masks and PPE are provided to all staff.

**Background and Qualifications**
- Some college-level education required  
- Experience working with youth  
- Demonstrated interest in the arts; particularly hands-on artmaking

**Skills and Abilities**
- Experience working in a team environment  
- Problem solving skills  
- Leadership skills  
- Teaching/Instruction  
- Studio Art
Benefits

Employee Assistance Program

To be considered, please send your resume to: Jobs@okeeffemuseum.org

The Georgia O’Keeffe Museum is an equal-opportunity employer and considers all candidates for employment based on such factors as knowledge, education, skill, experience, the ability to perform required activities and availability, and without regard to race, religion, color, sex, sexual orientation, age, ancestry, citizenship, national origin, disability or any other legally protected status.