

National Gallery of Art

Summer Internships

2012

Purpose

Nine-week summer internships provide opportunities to work on projects directed by a Gallery curator or department head. Biweekly museum seminars introduce interns to the broad spectrum of museum work and to Gallery staff, departments, and programs.

Eligibility

Eligibility varies according to internship. A few are geared to undergraduates graduating in spring 2012, but most are for currently enrolled graduate students of all levels and those graduating in spring 2012 with a relevant degree (such as MA, MBA, MFA, M Arch, M Ed, JD, or MLS). Please check prerequisites carefully. Applicants from all backgrounds are encouraged to apply. This is an international program.

Procedure for Application Form

The deadline to submit this application form is January 5, 2012. **Applications received after this date will not be considered.** Please send one original and five copies of the completed form to our mailing address.

National Gallery of Art

Summer Internship Application

2012

Please fill out this form completely and send one original and five copies to:
Department of Academic Programs, Division of Education, National Gallery of Art,
2000B South Club Drive, Landover, MD 20785

All applications must be received by Thursday, January 5, 2012.

1. Last name, first name, middle name or initial

2. Addresses:

Current

Permanent (if different from current address)

3. Phone numbers:

Current address

Permanent address (if different from current address)

Cell phone

4. E-mail address

5. For which internship project or projects are you applying? List up to two, in order of preference. Please state specifically the name of the project(s).

6. College/university history:

Bachelor's degree

Institution

Major(s)

Senior thesis title (if applicable)

Date degree awarded

Master's degree

Institution

Major(s)

Thesis title

Date degree awarded

Juris Doctorate

Institution

Date degree awarded

Doctoral degree

Institution

Major area

Have you passed your qualifying exams? When?

Have you passed your language exams? When?

Are you advanced to candidacy?

Are you writing your dissertation? What is the title?

Have you defended your dissertation? If not, when do you plan to do so?

7. How did you learn about this internship?

- professor
- university career center
- NGA website
- former intern
- CAA online
- other _____
- AAM online
- academic advisor
- Listserv _____

8. List foreign languages you know and your proficiency (fluent, reading, speaking, writing) in each. If English is not your native language, please indicate your speaking, writing, and reading level.

9. Awards and honors received (list most recent first)

10. List most recent internships and employment. Please indicate if you received course credit for any of the internships listed, if the internship was a requirement for your degree, or if the employment was part of a work-study program.

11. List contact information for three recommenders. Note that one must be the chair or dean of your department (more than one student may be recommended by the same university), the second must be your dissertation advisor, and the third is an open choice. Your recommenders will be contacted by the Gallery only if you are advanced to the second phase of the selection process. (Each recommender must have a copy of your application materials before January 5, 2012.)

(chair or dean)

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

(advisor)

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

(open choice)

Name and title:

Institutional affiliation:

Address:

Phone number:

E-mail address:

Preferred method of contact:

12. List other internships, fellowships, or jobs for which you are applying.

13. Please write a letter (single-spaced, about 750 words) to the selection committee stating your reasons for participating in the museum training program at the National Gallery of Art *at this point in your education or career*, including: 1) what you hope to achieve from the experience, 2) what you feel you can contribute to the department(s) in which you are interested, and 3) how such an experience would further your education and career plans. Attach a separate sheet if necessary.