



Summer 2020 Internship Program

Prints, Drawings, and Photographs Intern

The BMA's PDP Department is seeking an Intern to assist with collections maintenance and research. The Intern will work in our collections database, The Museum System (TMS), to update records and complete tasks related to an ongoing inventory of the collections.

The Intern will also retrieve and organize works of art for the classes and scholars visiting the PDP Study Room. Other administrative duties may be assigned as needed.

Responsibilities

Responsibilities include but are not limited to:

- Compile research and documents
- Assist with administrative duties
- Assist with preparing the space for visiting classes/scholars

Qualifications

- Strong attention to detail
- Excellent communication skills
- Ability to lift solander boxes
- Ability to stand for periods of time

Apply

Please download the [Application Instructions](#) to learn how to apply for this position. If you have any questions or concerns, you may contact us at internships@artbma.org.