

MASS MoCA Internship Application Summer 2016

Applicant's Name _____ Permanent Address _____

Temporary/School Address _____

Phone Number _____ Email Address _____

Application Materials:

Send application form, cover letter (specify which department to which you are applying), resumé, and two letters of reference via email to Meghan Robertson, Intern Coordinator, email: internapplications@massmoca.org. All applications must be completed in full by the deadline and sent as either .doc or .pdf attachments in an email, fax materials to 413.664.4519, or mail your information to: MASS MoCA c/o Meghan Robertson, Internship Program Director, 1040 MASS MoCA Way, North Adams, MA 01247.

General Information:

US Citizen: Yes ___ No ___ Date of Birth: _____ Gender: Male ___ Female ___

Valid Driver's US License: Yes ___ No ___

Available for the entire duration of the internship: (6/3-9/5): Yes ___ No ___

If No, What dates are you available: _____ *Some departments will not consider not available for the full time.*

Internship Departments:

Select the department you are interested in applying for the upcoming season. This internship is 40-50 hours and you will require all of your attention so a 2nd job is not recommended. Driver's licenses are required for interns the following departments: Communications, Performing Arts Administration, Visual Arts: Curatorial & Registrarial. Please mark your **Top 2** internship preferences:

Performing Arts Production (2): _____ Archive / Photography: _____ Education: Public Engagement (2): _____
Visual Arts/ Curatorial: _____ Visual Arts/ Registrarial: _____ Performing Arts Administration: _____
Communications: _____ Audience Services: _____ Graphic Design: _____

References:

Applicants are required to submit two letters of recommendation. They can be sent with your application or sent from your reference directly. Please ask them to include contact information within their letters. Applications missing letters of reference will not be reviewed. Please list their contact information below.

Name _____ Title _____

Relationship to Applicant _____ Email Address _____ Phone Number _____

Name _____ Title _____

Relationship to Applicant _____ Email Address _____ Phone Number _____

Race/Ethnicity: (Optional)

White/ Caucasian: _____ American Indian or Alaska Native: _____ African American: _____

Asian or Pacific Islander: _____ Hispanic, Latino, or Spanish Origin: _____

Other (specify) : _____

How did you hear about us? Select all that apply.

___ MASS MoCA Website _____ College/University: _____

___ Word of Mouth _____ Other Website: _____

___ Visit to MASS MoCA _____ Social Networking Site: _____