



Environmental Art and Communications Intern

Start Date: February 2019

The Schuylkill Center for Environmental Education, an urban environmental education center in the Roxborough neighborhood of Philadelphia, seeks an intern to support both the Environmental Art Department's exhibition program and the Center's marketing and public relations efforts.

About the Schuylkill Center:

The Schuylkill Center, the first environmental education center in a large American city, was founded in 1965. With diverse educational programming offered to all ages, preschool through graduate school and beyond, 36,000 people participate in the Center's programming annually. In addition, the center offers the nation's most ambitious environmental art program housed in a nature center and opened the state's first Nature Preschool in September 2013.

The Environmental Art Department at the Schuylkill Center provides opportunities to investigate, innovate, and interpret the nature of place. We incite curiosity and spark awareness of the natural environment, through presentations of outdoor and indoor art exhibitions that attract, educate, and inspire. Working collaboratively, we support artistic investigations of our environments and create spaces and opportunities for artists and audiences to creatively engage in ecological issues. Created in 2000, we are the only program and venue devoted entirely to environmental art in the Philadelphia region. Visit <http://www.schuylkillcenter.org/departments/art/> for more information.

Internship Description:

The intern will split their time between the Communications and Environmental Art departments, offering a broad range of exposure and experience to a motivated and engaged student. The intern will gain a keen education in visual arts administration, the field of environmental art, and the power of art to connect people with nature and educate on environmental topics. The intern will concurrently gain experience in nonprofit marketing and communications, including mission-driven communications and graphic design. This is an excellent position to gain foundational office and research skills within a dynamic, unique, and successful not-for-profit organization.

The intern will work closely with staff in the environmental art department on projects related to our ongoing exhibition program and innovative LandLab residency program. Likewise, the intern will work closely with staff in the communications department on projects related to communications and marketing related to all programs and departments. These are both small departments and the intern will work closely with department leaders.

Internship responsibilities will include assisting with:

- Exhibition preparation and maintenance in the gallery and on our trails;
- Exhibition, program, and event planning and research, including investigation of possible themes, artists, topics, audiences, and partnering organizations for future exhibitions and connections to other Schuylkill Center education programs;
- Promotion of programs and events, through traditional, web-based, social media, and other channels;
- Some project management;
- Implementation of the art program's strategic fundraising plan, including grant research, writing, and reporting;
- Press communications, including drafting press releases and contacting digital and print media outlets;
- Design, proof, and distribute communications including posters, fliers, newsletters, calendars, catalogs, and postcards.
- Written and spoken communication with outside organizations and businesses;

In addition to day-to-day operations, the intern is invited to participate in and assist with events, many scheduled on evenings and weekends.

The internship runs February to May/June 2019, with some flexibility on start and end dates. It is part-time (up to 24 hours/week), and it is tailored to the intern's schedule, ideally three days/week. A \$100/month stipend is offered.

Both students and graduates are encouraged to apply. We are happy to support interns receiving course credit for their work at the Schuylkill Center, within the requirements of the intern's enrolled university.

Requirements:

A big-picture, creative, and integrative mindset and an ability to work on diverse tasks are critical to this internship. Excellent written and verbal communication skills are essential; an interest in communications, exhibition programming, environmental art, environmental science, and/or environmental education and an innovative, problem-solving mindset are preferred. Experience in the arts or graphic design is a plus.

Applicants must be reliable with a positive attitude, collaborative spirit, and the ability to work both independently and as part of a team. Laptop computer and car strongly preferred. Limited weekend and evening availability is preferred but not required.

Application Procedure:

Please send a cover letter, a current resume, and two references with email addresses and phone numbers. Please email to Christina Catanese, Director of Environmental Art, (christina@schuylkillcenter.org) and include "2019 Winter/Spring Internship" in the subject line. Applications will be reviewed as they are received.

We value a racially, ethnically and culturally diverse work community, and we strongly encourage applications from people of all backgrounds.