



MUSEUM OF THE MOVING IMAGE

INTERNSHIPS

SUMMER 2014

June 9 – August 15

Museum of the Moving Image offers full-time, paid summer internships. Under the supervision of department heads, interns have the opportunity to learn about the full range of Museum operations. Undergraduates entering their senior year in fall 2014, college graduates, and graduate students are eligible to apply.

Part-time, unpaid internships are also available for qualified undergraduate and graduate students, as well as recent college graduates; interns should be able to commit to a minimum of ten hours per week.

The Museum's offices are open Monday through Friday, 9:30 a.m. to 5:30 p.m.

Collection Curatorial: Interns will assist in the acquisition and research of objects for the Museum's collection, and on pending donations.

Development: Interns will assist with the administrative needs of the development and membership department, including but not limited to research, data entry, and mailings, as well as event planning.

Digital Media: Interns will assist with the planning and production of digital media related programs, interactives, and exhibitions.

Film: Interns will assist in research, preparation, and implementation of film screenings and discussion programs, and will assist with various web projects and publications. Interns will also provide support for marketing and publicity initiatives to promote Museum programs.

To apply, complete the online application form at movingimage.us/intern2014, then email the following documents to internships@movingimage.us:

- A **single PDF** that includes: 1) a cover letter indicating your department of interest and 2) your resume.
- One letter of recommendation from a current or past professor or employer, which may be submitted with the rest of your materials or separately.

Applications must be received no later than March 28.

Finalists will be interviewed in person or by phone. Successful applicants will be notified no later than May 5.

The Museum of the Moving Image is an equal opportunity employer and encourages qualified candidates from all backgrounds to apply.

**For more information, visit movingimage.us
36-01 35 Avenue, Astoria, NY 11106**