Internship Position Title: Intern

Dates of Internship and Hours of Work
Internships require 120 hours of student work for 3 hours academic credit during the course of the semester. This is approximately 10 hours a week during the Fall and Spring. Summer internships tend to vary more due to the nature of the term. If your internship will require students to work significantly more than 10 hours a week or will be expected to work additional hours beyond the 120 hours required by the Arts Management Program, please include that information here.

Hours and dates are flexible with interns class schedule and are consistent with CoC's internship requirements.
| Job Description and Interns Responsibility | Interns get a good working knowledge of all duties and responsibilities within the gallery. |
| Qualifications/Skills Required | College Arts Management program or BFA candidate. |
| ** LEARNING OUTCOMES ** Students are required to identify goals and desired learning outcomes for their internship. Please list those specific skills that an intern will have the opportunity to learn while working with your organization. | - writing press releases  
- packaging and handling works of art  
- sales of fine art  
- communicating with clients and artists  
- marketing through online social media and magazines  
- editing and maintaining our current website  
- inventory control |
| Compensation? Please indicate if this internship is paid, unpaid or if there is a stipend. |