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.

No extra hours are necessary.

<table>
<thead>
<tr>
<th>Dates of Internship and Hours of Work</th>
<th>No extra hours are necessary.</th>
</tr>
</thead>
</table>

### Name of Sponsoring Organization
Engaging Creative Minds (ECM)

### Type of Organization:
Other

### Supervisor Name and Title:
Robin Berlinsky, Executive Director

### Supervisor E-mail Address:
Robin@engagingcreativeminds.org

### Supervisor Telephone Number:
8437890450

### Organization Website:
[www.engagingcreativeminds.org](http://www.engagingcreativeminds.org)

### Mailing Address:
PO Box 31875
Charleston SC 29417

### Term(s) applying for:
Fall; Summer

### Deadline to Apply:
Summer deadline is July 20; Fall deadline is September 6

### Internship Position Title:
Arts Integration School Coordinator (Summer) and Marketing Coordinator (Fall)
### Compensation?

Please indicate if this internship is paid, unpaid or if there is a stipend.

### Job Description and Interns Responsibility

Please include as much information as possible about the nature of work the student will be doing.

| Qualifications/Skills Required | Arts Integration School Coordinator responsibilities include assisting the Director with school, teacher, and artist data entry and schedules for fall residencies and professional development as well as arts newsletters distributed through Constant Contact.  
| Marketing Coordinator responsibilities include taking photos in the schools and posting those photos on our social media sites, assisting with the creation of brochures and other marketing materials, helping the Director schedule speaking engagements at Rotary Clubs, Kiwanis Clubs and Exchange Clubs in the tri-county area and creating marketing signage and email sign-up sheets for festivals and school events.  
| Must LOVE children. Must LOVE the arts and be passionate about arts in education. Must be a self motivated intern who can work independently without a great deal of assistance. Must be organized and proficient with social media sites (Facebook, Twitter Pinterest) and working with Excel, Powerpoint and Word. Must have own transportation to drive to schools and other events. Must pass SLED background check.  
| An intern will learn how arts integration in our schools increases engagement, knowledge and understanding of the common core standards, and how artists are trained through professional development opportunities so they can work successfully in classrooms to teach their art form to grades 3-5. They will become familiar with the administration side of event planning and the organization and scheduling of artists in the schools. Some curriculum development will be introduced as well as assessment and evaluation of art residencies. Interns will have the opportunity to meet and work with artists from all backgrounds and art forms from clay and paper mache to music, theater, dance and photography, to name a few. This is an exciting opportunity to work with a passionate team of arts educators to bring new and unique learning activities to our schools.  

**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.**