**The Ringling**

**Summer Internship Program 2018**

The John and Mable Ringling Museum of Art in Sarasota, Florida, will be offering paid internships for ten weeks from June 4 – August 10, 2017. The Ringling is the State Art Museum of Florida and a part of Florida State University. It consists of art and circus museums, as well as a historic mansion and theater, all on a 66-acre site overlooking Sarasota Bay.

Summer internships combine practical, hands-on experience working on a project for a specific department with exposure to all aspects of The Ringling’s operation.

The deadline for applications is February 15, 2018.

Postings

Department: **Admissions**

Education Requirements: Undergraduate or graduate studies

Responsibilities: Participate in the activities of the department; assist with the preparation of an admissions training manual and other training materials; assist with other duties as required

Special Qualifications/Experience: Cash-handling experience preferred

Department: **Archives**

Education Requirements: Graduate studies in history, cultural studies, or related field with an interest in archives or history museums

Responsibilities: Participate in the activities of the department; work on digitization projects; catalogue, edit, and enter data in The Museum System (TMS) collections management database; assist with reference requests and other duties as required

Special Qualifications/Experience: Knowledge of digital photography preferred

Department: **Conservation**

Education Requirements: Graduate studies in art conservation

Responsibilities: Participate in a range of painting conservation activities, including examination, analysis (using an Osiris Infrared Reflectography Camera), documentation, and treatment of works from the permanent collections; participate in exhibition and loan-related activities as required; consult with other members of the collections team as necessary

Special Qualifications/Experience: Specialization (or intent to specialize) in painting conservation

Department: **Curatorial**

Education Requirements: Graduate studies in art history or related field

Responsibilities: Assist curators with research on the permanent collections of European art, modern and contemporary art, photography and new media, and Asian art, as related to interests; contribute to the development of future exhibitions; assist with public programs relating to current exhibitions; assist with other departmental duties as required

Special Qualifications/Experience: Strong research skills required; previous museum or gallery experience preferred

Department: **Education**

Education Requirements: Graduate studies in art, art history, museum studies, museum education, elementary education, or related field

Responsibilities: Assist museum educators with the development of in-gallery guides and activities for families; facilitate family programs; assist with other educational programs and activities as required

Special Qualifications/Experience: Experience working with children required; availability to work a flexible schedule including nights and weekends required

Department: **Grounds**

Education Requirements: Undergraduate or graduate studies

Responsibilities: Assist grounds crew with the assessment of native trees on The Ringling property using the International Society of Arboriculture (ISA) tree health method; collect tree health information for the database; contribute to the development of action plans to improve tree health

Special Qualifications/Experience: Interest in biology, botany, horticulture, or environmental science preferred

Additional information and application materials may be found on the Museum’s website at <https://www.ringling.org/internships-fellowships>