



ADVANCED STUDIES INTERNSHIP PROGRAM

Venice Arts welcomes young artists (ages 14–18) to participate in a career development training program that includes internship placements at Venice Arts and in a creative business in the local area. In selecting Interns, we look for motivated teens who have demonstrated responsibility at Venice Arts, and who would benefit from the training and educational opportunities provided through this program. An interest in pursuing an advanced degree in the arts, or working in a creative field, is not a requirement for participation: simply a commitment to your own learning and growth!

ABOUT THE INTERNSHIPS

At Venice Arts: If you are placed as an Intern at Venice Arts, you will have a number of different training opportunities, depending on your areas of interest; the knowledge, skills, and abilities that you'd like to develop; and your college/career goals. Examples include:

- 1.Arts Education:** Shadowing and assisting a Lead Artist in an educational workshop. You'll learn, first-hand, how a professional artist develops a class syllabus, involves his or her teaching and mentoring team, and implements lesson plans.
- 2.Exhibitions and Public Programs:** Working alongside the Gallery and Public Programs Director to learn how she curates exhibitions and public programs, such as artist talks. You'll learn about exhibition installation, logistical issues in organizing public events, and how the Director plans marketing and communications.
- 3.Media/Technology:** Working with the Program Coordinator and/or Lead Filmmaker, learn how to equip and maintain technology labs, darkrooms, and media equipment. Also develop your skills in video editing, documentation, and related activities using still and/or video digital cameras.
- 4.General:** General placements are also available, and are great for Interns wishing to learn about how nonprofit organizations are run. Such interns might learn to install an exhibit, how to install software, or how to implement a social media campaign.

As this is a training program, Interns are not paid an hourly wage. However, you will be paid a stipend for each week of interning that you complete.

Creative Business Internships: If you are placed with a local, creative business, you may have the opportunity to learn about the education, experience, and skills required to work in film or television production or post-production (editing, special effects, sound design). These Internships offer a wonderful opportunity to experience work-life in a professional, creative setting, while gaining valuable skills and knowledge. Generally, these Internships do not provide a stipend, but offer an invaluable and unique training that may provide a significant advantage over others in application for college or work.



GENERAL REQUIREMENTS

Classes at Venice Arts: Once placed as an intern, you are expected to continue in at least one Advanced Studies Track workshop at Venice Arts. Additionally, you will be expected to meet with other Interns, as a class, on a monthly/occasional basis.

Application Process: Complete the application, attached, and email it to Issa Sharp at issa@venicearts.org. Please also contact Issa if you have questions about the program or your application. Issa will review applications and schedule an interview with a Venice Arts staff member.



Application Cover: Advanced Studies Internship Program

Thanks for applying to Venice Arts' Internship Program! We've designed this program to build support students ready to learn in a creative work environment under the training of professionals. Acceptance into the program is based on evidence of your commitment to gaining experience, skills, and knowledge about working in the arts. The program is completely free of charge.

Before you apply for the program, make sure that you meet the following requirements:

1. Be 14–18 years of age.
2. Be from a low-income family, as determined at class registration.
3. Have previously participated in at least one Advanced Studies Track workshop.
4. Have demonstrated responsibility (for example, regularly attended classes at Venice Arts, helping with your culminating exhibit or class set-up, etc.)
5. Show a spirit of initiative.
6. Are available to Intern up to 4 hours per week after school. (If you intern in the summer, your internship may include more hours.)
7. Are available to participate in a monthly/occasional Internship Class.
8. Have the approval of your parent/guardian.

Application submission deadline: The Intern program runs year round and is on a first-come/first-available basis. Your application should be sent to:

Issa Sharp at issa@venice-arts.org or dropped off or mailed to:
Issa Sharp, Venice Arts
1702 Lincoln Boulevard
Venice, CA 90291

Notification: Once we review your application we will set up an interview. If you are not accepted into the program, we will meet with you to suggest ways to build your skills and knowledge so that you will be ready to participate in the future.

Good luck with your application! If you have any questions, please do not hesitate to contact Issa Sharp at (310) 392-0846.



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Please type or print in ink.

Name: _____ Age: _____ Birth date: _____

If Under 18, Name of Parent/Guardian: _____

Address: _____

City: _____ State: _____ Zip: _____

Tel: _____ Cell: _____ E-mail: _____

AREA(S) OF INTEREST:

- Photography
- Film & Video
- Gallery
- Arts Education
- Other (*please specify*) _____

DESIRED INTERNSHIP IN:

- Arts Education
- Exhibitions and Public Programs
- Media Technology/Film/Video/Editing/Sound Editing
- General
- Other (*please specify*) _____

Note: We cannot guarantee that we can completely match your area of interest with available internship placements.

I am interested in: A summer internship (1 month) Academic year internship (9-month)

I am available to intern for (select one): 4 hours/week 5-8 hours/week

I am available: after school, only weekends, only after school and/or weekends

What method of transportation will you most likely use to get to and from the internship?

Drive my car Public Transport Ride with relative/friend Other: _____

List **ALL** other commitments that may affect your ability to participate in the Internship Program (i.e. summer school, jobs, camps, family vacation, sports, etc.):



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Please answer the following:

1. Why is this a good time to apply for an internship?

2. What do you hope to gain from an internship?

3. What are your long-term goals?



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If accepted into the Intern Program, I will commit to: (1) a monthly meeting with other Interns and the Intern Coordinator; (2) being on-time to my Internship and carrying out my Internship assignments; and, (3) abiding by all rules/guidelines of Venice Arts and/or my placement site. The signature of my parent/guardian indicates that I also have his/her full support to pursue this internship.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

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For Staff:

Date submitted: _____

Reviewed by: _____

Interview scheduled: _____

Business/Internship assigned: _____

Admin Manager notified for FMP assignment: _____

Project start date: _____

Project end date: _____

Contacted times and dates: _____