



## PUBLIC ART INTERNSHIP – Fall 2019

Fort Worth Public Art is a City of Fort Worth program advised by the Fort Worth Art Commission and managed by the Arts Council of Fort Worth. The FWPA Collection includes over 115 commissioned, acquired and donated artworks located throughout the city. In addition, over 60 public art projects are currently in progress.

### Internship Summary:

Fort Worth Public Art is seeking a driven, reliable intern to aid staff members in creative and administrative tasks beginning in September and ending in December. Ideal candidates will possess strong enthusiasm for public art and community and an interest in gaining valuable experience with a Municipal Public Art Program.

Selected applicants will have the unique opportunity to learn how a municipal percent for art program operates. Interns will learn from a variety of ongoing permanent public art projects and gain hands-on experience assisting with community outreach. Interns will participate in creating and implementing creative outreach projects. Other duties will include writing, editing, and creating content for digital and print marketing, documenting projects in progress, assisting with meetings and events, and other daily tasks associated with the program.

Internships are unpaid and schedules are flexible, generally 10-20 hours per week. Occasional evenings and weekends may be required, including Art Commission Meetings, which are held the second Monday of every month, at 5:30 PM.

### Qualifications:

- Strong writing skills, including proofreading skills, with a demonstrated command of the English language (including grammar, punctuation, and spelling)
- Knowledge and experience in Microsoft Office Suite
- Knowledge and experience in Adobe Creative Suite and/or photography or videography skills a plus
- Availability to assist staff at periodic evening and/or weekend events, as needed
- Strong attention to detail

To apply, send a cover letter and resume to [nlopez@artscouncilfw.org](mailto:nlopez@artscouncilfw.org).

*Fort Worth Arts Council is participating in the TCU Arts Community Intern program. As such, the selected TCU student intern may apply to the TCU Intern Scholarship Program at <https://careers.tcu.edu/services-programs/intern-scholarship-program/> for a pre-set award of \$1,000 for this internship (10-15 hours per week for 14-16 weeks in duration), assuming all requirements in application are met including no financial aid issues/holds. When you apply to the Intern Scholarship Program, please list "TCU Arts Community Intern – Fort Worth Arts Council" in the section that requests the organization name.*