



The Fabric Workshop and Museum

Youth Engagement Intern

The Fabric Workshop and Museum (FWM) is a contemporary art museum, with an internationally acclaimed Artists-in-Residence (AIR) program, located in Center City, Philadelphia. Founded in 1977, FWM encourages artists at all stages of their careers to experiment with new materials and new media in a veritable living laboratory. FWM is easily accessible via public transit and is steps from Reading Terminal Market and blocks from Chinatown and historic City Hall.

POSITION SUMMARY: The Fabric Workshop and Museum will be engaging in new partnerships and opportunities this summer which will increase our outreach to youth in Philadelphia. FWM is proud to be partnering with [Arts Intern](#) for the fifth summer to offer an exciting internship opportunity: The Youth Engagement Intern (YEI) will work with members of the Education Department to research, develop, and deliver youth programming at FWM and around the city of Philadelphia. The YEI will begin with an orientation period where the intern will be introduced to the mission and methods of FWM Education Department.

The orientation period will include observing and assisting with education workshops, tours, and programs. During this time, they will garner screenprinting, blockprinting, general art, and natural dye skills. After this initial orientation period, the intern will be mentored as they envision projects, create samples, and organize materials for Parkway Pals, a free family program at Sister Cities Park.

The Youth Engagement intern will also work on an independent project centered around developing a tour and workshop for youth, inspired by our upcoming exhibition with Artist-in-Residence Jessica Campbell.

WAGES: The rate is \$20/hour.

DURATION: The Youth Engagement Intern will work 28 hours a week from Tuesday–Friday with occasional evening and weekend programs.

Total Weeks: 9 Weeks

Hours per week: 28

Total Hours: 252

Workdays: 4 days per week

Educational Programming: 1 day per week

Interns must be available for the full duration of the program.

QUALIFICATIONS

- The YEI should be curious, flexible, hardworking, creative, and resourceful.

- They should have prior experience working with youth and a sincere dedication to art education.

They should have good communication skills and a deep interest in contemporary art and ideas.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

COMPETENCIES

- **Teamwork**—Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.
- **Diversity**—Demonstrates knowledge of EEO policy; Shows respect and sensitivity for cultural differences; Educates others on the value of diversity; Promotes a harassment-free environment; Builds a diverse workforce.
- **Professionalism**—Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.
- **Attendance/Punctuality**—Is consistently at work and on time; Ensures work responsibilities are covered when absent; Arrives at meetings and appointments on time.
- **Dependability**—Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.
- **Initiative**—Volunteers readily; Undertakes self-development activities; Seeks increased responsibilities; Takes independent actions and calculated risks; Looks for and takes advantage of opportunities; Asks for and offers help when needed.

PHYSICAL DEMANDS & WORK ENVIRONMENT

- Frequently required to stand
- Frequently required to walk
- Occasionally required to sit
- Continually required to utilize hand and finger dexterity
- Occasionally required to climb, balance, bend, stoop, kneel or crawl
- Continually required to talk or hear
- Continually utilize visual acuity to operate equipment, read technical information, and/or use a keyboard

- Occasionally required to lift/push/carry items less than up to 25 pounds
- Frequently work around fumes, airborne particles, or toxic chemicals
- Occasionally exposure to outside weather conditions
- Occasionally exposed to loud noise

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

BEFORE APPLYING

1. You will be enrolled as a full-time undergraduate student. You must be a *rising* Junior or Senior as of June 2023.
2. You must reside or attend college/university in Philadelphia.
3. You must have an Expected Family Contribution of less than \$5000. This number is on your FAFSA form, to see what it looks like.

TO APPLY

1. To apply to a position, [please click here and fill out the eligibility application form](#).
2. Once your eligibility application is reviewed and approved, Studio Institute will send you an email confirming your eligibility for the program. Note: once you're verified as eligible for Arts Intern, you can apply to as many positions as you'd like. You do not have to submit the eligibility application more than once.
3. You will forward this confirmation email, along with your CV, cover letter, and transcript to the email with the subject "Arts Intern Summer 2023 Approved Application" to: **Katie Parry, Museum Tour Manager**, kparry@fabricworkshopandmuseum.org

FWM's COMMITMENT

The Fabric Workshop and Museum is an Equal Opportunity Employer (EOE). All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or veteran status. FWM's culture embraces diversity within the workplace, and outside, and welcomes all candidates to apply, without fear of discrimination.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire. Offers of employment are contingent upon the return of a satisfactory background check.