



2018 Arts Internship Program Information for Interested Students

PROGRAM BACKGROUND

The Los Angeles County Board of Supervisors established the Arts Internship Program to provide paid internships at nonprofit performing, presenting, literary and municipal arts organizations. The purpose of the County's program is to provide undergraduate students with meaningful on-the-job training and experience in working in nonprofit arts organizations, while assisting arts organizations to develop future arts leaders. Through this program, students develop a deeper understanding of the work involved in nonprofit arts administration, better understand the role of the arts in a community, and develop "real life" business skills that can be put to use in their future careers.

During summer 2018 there will be 179 internship positions available at over 120 different organizations. Organizations range from very large institutions to smaller arts organizations.

Each internship position is unique, with its own responsibilities and job duties. **All interns will be required to work 40 hours a week for ten consecutive weeks between June and August.** Work schedules will vary. Some will be more standard 9 to 5 positions, while others may require weekend and/or evening work. The Arts Commission will also coordinate three mandatory educational events for interns to attend as part of their regular work day.

ELIGIBILITY & QUALIFICATIONS

Students are able to participate in the program if they meet the following criteria:

- They are currently enrolled undergraduates (4-year OR community college) who have completed at least one semester by June 1, 2018 or will complete their undergraduate degree between May 1 and September 1, 2018.
- Attend college in or reside in Los Angeles County.
- Are able to work legally within the United States.

Students who have already earned a BA, BS or a higher degree are not eligible. Students who have previously participated in the Los Angeles County Arts Internship Program are not eligible to participate a second time.

COMPENSATION

Interns will earn \$13.25 per hour, or \$530 per week for 40 hours a week for 10 weeks. Organizations will pay their interns on a regular schedule (typically weekly or bi-weekly). Organizations pay the interns directly; payment does not come through the Arts Commission. It is the student's responsibility to understand how they are to be paid by the organization before accepting an internship.

APPLICATION

A list of organizations participating in the program, as well as their available internship positions, will be listed on the Arts Commission's web site beginning March 30, 2018 (<http://www.lacountyarts.org/internship.html>). Students apply directly to the organization(s) they are interested in.

To ensure that the internship would be a good fit for you, research the organization that is providing the internship and be clear about the specific job duties and responsibilities. We post only the most basic of information on our website about each position. All organizations have a website that can be accessed for general information about their programs. Either the website or the contact for the organization that is listed with the positions being offered on our website should be able to provide you with a more complete job description than is listed online.

Early application is recommended due to the high number of expected applicants. It is highly recommended that you prepare your resume and cover letter and apply within the first few days or week of program. Many organizations review applications on a rolling basis and make their decisions early. All organizations must notify the Arts Commission of their selected interns by May 18, 2018.

VISUAL ARTS INTERNSHIPS

For more information about the Multicultural Undergraduate Internships at Los Angeles Area Museums and Visual Arts Organizations, please visit their website at: <http://www.getty.edu/grants/education/>

MORE INFORMATION

Please direct any inquiries about the LA County Arts Internship program to internship@arts.lacounty.gov or call 213-202-5939.