

Call for Applications: University Art Museum Collections Intern

The University Art Museum Collections Intern will work closely with the museum's Registrar/Collections Manager on a variety of aspects pertaining to the University at Albany Fine Art Collections. The Collections reflect over 50 years of contemporary art and include over 3,000 works (primarily on paper).



This internship will provide valuable experience in museum registrarial procedures including how to properly handle and care for artwork, how to write condition reports and loan agreements, how to document artwork, maintain data records, and prepare artwork for transport. This is a hands-on internship that requires thoroughness and the ability to work collaboratively with the museum team, as well as independently on designated projects. Strong writing skills are a must.

Additional responsibilities may include researching artwork in the Collections to determine its art historical significance; writing artist biographical material; photographing and documenting artworks; and working on the ongoing Collections Inventory Project, which includes performing physical checks on artwork from the Collections installed on campus. Availability to work during open hours of the Collections Study Space (Tuesdays and Thursdays 11am-2pm) is preferred but not required. The Collections Intern may also assist with other museum-related activities, as needed.

The museum's internship program provides meaningful learning experiences for participating students and valuable assistance for the museum staff.

A number of University Art Museum interns have pursued advanced degrees in art history, museum studies, and public history and have gone on to positions at The Hyde Collection, the New York State Museum, and the Museum of Modern Art, among others.

This credit-bearing internship will be offered during the fall and spring semesters and is open to students from the Department of Art and Art History, History/Public History, Information Science and Library Sciences, among others. Students should speak with their advisor regarding receiving credit for the internship. Students will work 8-12 hours per week, on a schedule agreed upon by the student and museum staff.

How to Apply:

For consideration, students are asked to submit a cover letter, resume, and writing sample. Selected candidates will be invited to schedule an interview with the museum's Office and Operations Manager, Christine Snyder, and Registrar/Collections Manager, Darcie Abbatiello.

Please send your application to Darcie Abbatiello at dabbatiello@albany.edu with the subject heading: "Collections Internship." Applications for the Fall 2022 semester will be accepted through April 15, 2022. Interviews will be conducted at the end of April.