

# MASS MoCA Internship Summer 2018 Application

**The application deadline is Sunday, February 18, 2018 at 6 pm. Late applications will NOT be considered.**

---

Applicant's name

Permanent Address

---

Temporary/School Address

---

Phone Number

Email Address

## **Application Materials:**

Send application form, cover letter (specify which department to which you are applying), resumé, and two letters of reference via email to Meghan Labbee, Intern Program Director, email: [internapplications@massmoca.org](mailto:internapplications@massmoca.org). All applications should be sent as .doc or .pdf attachments in an email, fax materials to 413.664.4519, or mail your information to: MASS MoCA c/o Meghan Labbee, Intern Program Director 1040 MASS MoCA Way, North Adams, MA 01247.

## **General Information:**

Are you at least 18 years old? Yes \_\_\_ No \_\_\_

Are you legally authorized to work in the United States? Yes \_\_\_ No \_\_\_

(If hired, you will be required to furnish proof of identity and work authorization.)

## **Internship Departments:**

Select the department you are interested in applying for the upcoming season. Driver's licenses are required for interns the following departments: Communications, Performing Arts Administration, Visual Arts/Curatorial & Visual Arts / Registrar. *Please mark your top 2 internship preferences:*

Visual Arts - Curatorial: \_\_\_

Communications: \_\_\_

Education - Public Engagement: \_\_\_

Visual Arts - Registrar: \_\_\_

Development: \_\_\_

Performing Arts Production: \_\_\_

Digital Services: \_\_\_

Graphic Design: \_\_\_

Performing Arts Administration: \_\_\_

## **References:**

Applicants are required to submit two letters of recommendation. They can be sent with your application or sent from your reference directly. Please ask them to include contact information within their letters. Please list their contact information below.

---

Name

Title

---

Relationship to Applicant

Email Address

Phone Number

---

Name

Title

---

Relationship to Applicant

Email Address

Phone Number

## **How did you hear about us? Select all that apply.**

\_\_\_ MASS MoCA Website

\_\_\_ College/University: \_\_\_\_\_

\_\_\_ Word of Mouth

\_\_\_ Other Website: \_\_\_\_\_

\_\_\_ Visit to MASS MoCA

\_\_\_ Social Networking Site: \_\_\_\_\_