



**The Gadsden Arts Center & Museum (GACM) is accredited by the American Alliance of Museums** (1 of 28 in Florida) and located in Quincy, just 30 minutes from downtown Tallahassee. GACM offers art exhibitions, cultural events, interpretive and studio art education programs for residents and visitors to the region. The main building is a beautifully renovated historic (1912) three-story building located on Quincy's courthouse square, integrated with two neighboring buildings. In all, Gadsden Arts operates 18,600 sq. ft., five exhibition galleries, state-of-the-art collections handling facilities, and three art studios, including the innovative ArtZone drop-in studio. For more information visit [www.gadsdenarts.org](http://www.gadsdenarts.org).

The GACM Internship Program provides work experience in an accredited museum for college juniors and seniors, graduate students and recent graduates in the arts, education, nonprofit management, business, marketing, and related areas of study. Working under the supervision of professional museum staff, interns assist with the daily tasks that culminate in the museum's ongoing exhibitions and programs, and develop individually designed projects. This experience helps build each intern's professional skills, problem solving ability, and resumé. Letters of recommendation are available for all successful Internship Program graduates. Note: internships are an unpaid, professional education program of GACM.

All qualified applicants will receive consideration for an Internship without regard to race, color, sex, age, national origin, religion, disability, veteran status, sexual orientation, marital status, citizenship, or any other protected status.



### Internships Areas of Concentration

1. Art Administration
2. Fundraising/Grant Writing
3. Graphic Design and Marketing
4. Exhibitions & Collection
5. Education & Outreach Programs
6. Special Events

### Calendar

Internships are offered in the fall, spring and summer to coincide with the academic year, are limited in availability and awarded based on the candidate's skills, abilities, interests and dedication to the program. Interns may earn college credit and practicum experience (as arranged by the intern with the appropriate college advisor).

**Required: 8 (min.) to 24 (max.) hours/week with at minimum four hours per scheduled day.**

### Eligibility:

Internships are made available to college juniors, seniors, graduate students and recent graduates

### To Apply - submit the following:

1. Cover letter discussing skills, abilities, knowledge, internship and career goals
2. Resumé or CV
3. Writing and/or Studio Art Samples
4. Two letters or emails of reference

### Email documents (Word or PDF):

Grace Robinson, Executive Director  
[grace@gadsdenarts.org](mailto:grace@gadsdenarts.org)



850.875.4866 / [www.gadsdenarts.org](http://www.gadsdenarts.org) / 13 N. Madison Street, Quincy, FL 32351