

College Internship Summer 2025

The Delaplaine Arts Center is seeking an undergraduate college student or recent college graduate interested in visual arts administration and community engagement to join our team as an intern in summer 2025.

The Delaplaine Arts Center

The Delaplaine Arts Center is an active non-profit visual arts center in downtown Frederick, Maryland, providing the region with educational opportunities and experiences in the visual arts through classes, exhibitions, and programs. Our vision is “Everyone deserves art!”

Objectives

The selected intern will work mainly in our community engagement program under the guidance of the Community Engagement Manager. The intern will gain experience in community-based art programming and education and will be expected to research, plan, and implement new ideas to enrich our community engagement. Duties and goals will be tailored to meet the needs of both the intern and the Delaplaine.

The intern will:

- Research and create content for Delaplaine at Home/Art Cart projects and videos
- Research and create video content for our Artist of Inspiration program
- Compile new and existing video content to better connect with our audiences
- Learn about and research engagement and art education in our community and propose ways the Delaplaine could expand current engagement programming

The intern may also have the opportunity to instruct Community Engagement workshops.

Schedule and Stipend

The intern will work a total of 100 hours from June to July, about twelve to thirteen hours per week. The schedule can be flexible but must take place during the Community Engagement Manager’s regular working hours. This is an in-person internship, with the possibility of some work-from-home hours.

The intern will receive a stipend of \$1,500, half after completing 50 hours, and the remaining half after the completion of the final 50 hours.

Requirements

Applicants must be a current undergraduate college student or recent college graduate in the field of visual art, education, or a related field, and have reliable transportation to the Delaplaine Arts Center.

How To Apply

Email a cover letter, resume, and two professional references in a **single PDF document** to Jillian MacMaster, Community Engagement Manager, at jmacmaster@delaplaine.org. It is optional to include up to three examples of your artwork in the application. Applications will be accepted until the position is filled. Preferred candidates will be contacted to schedule interviews.

The Delaplaine is committed to providing equal employment opportunities to all employees and applicants for employment. Accordingly, all terms and conditions of employment will be carried out without regard to race, creed, color, religion, gender, sexual orientation, gender orientation, gender expression, national origin, marital status, age, or disability. The Delaplaine will not tolerate acts deemed to constitute discrimination or harassment based on race, creed, color, religion, gender, sexual orientation, gender orientation, gender expression, national origin, marital status, age, disability, or any other legally protected status.