



**PICA INTERN PROGRAM
2018**

PICA's Intern Program launches in 2018 to offer the exceptional opportunity for individuals to gain entry-level experience working in contemporary arts. Interns will have the opportunity to work alongside, and be mentored by the PICA team – and some of Australia's most exciting arts leaders – while assisting with the delivery of major projects.

PICA will appoint interns for 3 or 6 month durations, in key areas across the organisation:

- Curation
- Producing (performance and multi-disciplinary work)
- Development and Philanthropy
- Marketing
- Exhibitions

If you are applying to PICA's Intern program as part of your studies, PICA can work with your training or education institution for any formal requirements.

Interns must be able to commit to at least one day per week (Mon-Fri) for the duration of the program.

PICA welcomes applications from Aboriginal and Torres Strait Islander people, people from diverse cultural backgrounds and people with disability.

TO APPLY

Your application should include:

- your up-to-date CV
- a statement outlining why you are interested in the intern program at PICA (no more than 300 words)
- your availability (Mon-Fri)

Email your application to info@pica.org.au

PICA'S EXHIBITIONS INTERN

PICA's Exhibitions Intern will work alongside the Exhibitions Manager.

The Exhibitions Intern will also have an opportunity to work with key staff from the wider organisation, including PICA's Director, Business Manager, Senior Curator, Producer, Communications team, Development Manager, Engagement Coordinator and Front of House Manager.

PICA's Exhibitions Intern will assist the Exhibitions Manager to:

- Administrate the delivery of exhibition presentations including assisting with contracting, budgets, staffing and reporting
- Work with the Communications team on publicity and marketing activities
- Liaise with artists where required
- Prepare documentation for packing, freight and condition reporting
- Deliver opening night events, and public program activities such as artist talks and workshops

PICA's Exhibitions intern will gain invaluable experience in the day-to-day activities of an Exhibitions Manager, and of the operations of a gallery space in a major arts institution.