

# GRAPHIC DESIGN INTERNSHIP

## DESCRIPTION

The Bechtler Museum of Modern Art Graphic Design Internship is designed to provide a very hands-on work experience that includes a basic understanding of the Museum's marketing department. The selected Graphic Design intern will report to and work very closely with Pam Davis, Director of Communications and Marketing, and Ashley McCallister, Director of Special Projects. A computer with all necessary software will be available for use onsite but it is also an option to work from home on certain projects and assignments as appropriate.

The Bechtler Museum of Modern Art is seeking a Graphic Design intern to begin immediately and commit to approximately 15 hours per week. The position would consist of the following tasks:

- Creating education materials
- Creating printed publications for programming and exhibitions
- Formatting photos for various uses
- Working within existing templates to modify or update existing publications
- All assignments will have set deadlines and will be expected to be completed by the set deadline

The right candidate should be proficient handling and manipulating images for print and web use, have a strong working knowledge of Adobe In Design, Photoshop and Illustrator and possess solid craftsmanship skills for printing and assembling work done in house. The right candidate should also be well organized and good at communicating as part of a team. This intern should preferably be working towards a degree in graphic design or a related field.

This internship is unpaid but may count as course credit with prior approval from your college/university. The intern will be responsible for the cost and coordination of transportation to and from the internship site.

## HOW TO APPLY

Please complete and submit the Bechtler Museum of Modern Art Internship Application to:

Internship Program  
c/o Bechtler Museum of Modern Art  
420 South Tryon Street  
Charlotte, NC 28213

Or [internship@bechtler.org](mailto:internship@bechtler.org)