



## Summer Internship Program May 28, 2019 - August 9, 2019 External Employer Job Description

<b>Employer:</b>	Morgan Art of Papermaking Conservatory and Educational Foundation
<b>Assignment Address:</b>	1754 East 47th St Cleveland OH 44103
<b>Job Category:</b>	Creative Arts Education
<b>Number of Openings:</b>	1
<b>Work Schedule/Hours:</b>	Flexible
<b>Internship Duration:</b>	10 weeks
<b>Internship Dates:</b>	May 28 – August 9, 2019

### Company Profile:

The Morgan Conservatory is the largest arts center in the United States dedicated to every facet of papermaking, book arts and letterpress printing and to cultivating the talents of established and emerging artists. An international destination that is free and open to the public, the Morgan Conservatory is a working studio, gallery, gathering place for the community, educational hub and purveyor of some of the finest handmade papers in the world.

### Job Responsibilities:

- The Studio Internship Program has been an integral part of the Morgan Conservatory since its creation in 2008, proving mutually beneficial to our interns as well as to the Morgan Conservatory.
- Interns will be immersed in hand papermaking, book arts, and letterpress in exchange for completing tasks that include, but are not limited to tending the garden, assisting with workshops, maintaining the studios, and other general housekeeping and assigned tasks.
- Interns are expected to be engaged with the papermaking processes, both Eastern and Western styles. Our goal is that every intern gains the understanding of the process of papermaking by the end of their internship term.

### Required Qualifications:

- Work well independently and collaboratively, take initiative, are willing and able to do physical labor and are able to handle the flowing nature of our working studio.
- Interns will work under the Gallery & Artist Opportunities Coordinator, Studio Coordinator as well as with our Artistic Director. Tasks may vary day-to-day

### Preferred Qualifications:

- No prior papermaking experience is necessary to apply.