



ART INTERN

GOAL OF POSITION:

Under the leadership of the Director of Student & Family Engagement, the Art Intern will provide assistance regarding the planning, organization, and implementation of various art projects relating to all aspects of the program.

THE ART INTERN MUST BE:

- Willing to sign The Mix Statement of Faith.
- Have a passion for the mission of The Mix and fully support the organization's core values.

RESPONSIBILITIES WILL INCLUDE, BUT NOT LIMITED TO:

1. Building impactful relationships with youth during programs, especially expressive arts programs.
2. Assisting the Program Team to plan, organize, and implement all activities related to the arts.
3. Providing support in setting up/cleaning up after programs & activities.
4. Contributing original ideas and facilitating expressive arts activities during after school hours.
5. Maintaining a welcoming and inspirational environment , including keeping clean and organized workspace and proper care of art supplies.
6. Assisting in creating new program ideas and events for the school year.
7. Assisting in community outreach efforts.
8. Providing administrative support for day to day operations when needed.
9. Other duties as assigned by the Director of Student & Family Engagement.

MUST POSSESS:

1. Strong understanding of preventative care and importance of proactive approach to social services.
2. The ability to work well with individuals and groups of students in a fast-paced and highly detail-oriented environment.
3. The ability to work independently and with a team to meet deadlines and complete all tasks with excellence and with minimal management.
4. A friendly, responsive, and patient demeanor and outgoing personality.
5. Sensitivity to different opinions and adaptability to various personalities.
6. Strong communication and interpersonal skills, including both writing and verbal.
7. Personal and professional integrity. Committed to excellence.
8. Clear and creative thinking.
9. Strong organizational skills.
10. The ability to lift more than 15 to 20 pounds.

SUCCESSFUL INTERNSHIP/PARTNERSHIP:

It is the desire of The Mix, through our internship program, for each intern to experience hands-on training in a career area of interest and develop practical leadership skills for the future. We encourage interns to:

1. Set personal goals for what he/she would like to accomplish during their internship.
2. Have regular informational meetings with staff.
3. Tackle all tasks with enthusiasm, humility, and a positive attitude.
4. Take advantage of opportunities to learn more about the organization.
5. Gain exposure to new ideas and people (network).
6. Not be afraid of asking questions.
7. Take initiative.