

Information on Graduate Internship Areas and Host Departments, 2014-2015

Getty Graduate Internships are offered by the four programs of the J. Paul Getty Trust (the Museum, Research Institute, Conservation Institute, and Foundation). **Please review the descriptions of graduate internships listed below, then in the online application select two in order of preference.**

The J. Paul Getty Museum collects and exhibits Greek and Roman antiquities, European paintings, drawings, manuscripts, sculpture and decorative arts, and European and American photographs and offers a range of special exhibitions and educational programs. A few internships will be located at the Getty Villa. For more information about the Museum, go to www.getty.edu/museum.

Curatorial

Antiquities (Getty Villa, Greek and Roman Art)

The intern in the Antiquities Department participates in all departmental activities, from the preparation of exhibitions, acquisition proposals, loans, and public programs to research on the collection and development of data for collection management records. S/he also prepares and leads specialized public tours on aspects of the collection. The intern works closely with departmental staff and with registrars, conservators, mount-makers, preparators, designers, and others, and will gain experience in diverse aspects of curatorship, installation, museum education, and conservation.

Sculpture and Decorative Arts

The internship offers a full introduction to the work of the curatorial department devoted to European sculpture and decorative arts dating between around 1200 and 1900 (with a small group of modern outdoor sculptures ranging from 1910–1980). The intern will be provided with extensive opportunities to study the collection, its development and management, and its installation and interpretation. In addition, the candidate will be involved in the development of a special exhibition featuring European tapestries from the collection of Louis XIV. The work will also include scholarly, bibliographical and provenance research on the permanent collection, since the department is in the process of publishing the on-line catalogue of the Northern Europe sculpture collection and the catalogue of the Rococo furniture collection.

Drawings (European, prior to 1900)

The Drawings Department intern will be closely involved in all aspects of the curatorial department, including planning exhibitions both large and small, researching acquisitions, and creating the online catalogue. They will become familiar with the major collection of European drawings at the Getty, assisting with its day-to-day care and interpretation, and will emerge with a full understanding of the range of curatorial duties and the rich variety of museum work.

Illuminated Manuscripts (European, 800-1600)

The Manuscripts Department intern will be assigned a variety of responsibilities, both administrative and research-oriented, that highlight the different facets of curatorial work. The intern will undertake tasks that enable him/her to become familiar with the collection, understand fundamental aspects of a curatorial department, and learn about organizing exhibitions both large and small.

Paintings (European, prior to 1900)

The Internship provides intensive curatorial training by engaging interns with the Getty's significant and expanding collection of European paintings. Researching works in preparation for the forthcoming Online Catalogue, writing labels, developing gallery installations, presenting the collection to the public in a gallery tour, and exhibition-related research are among the wide range of activities an intern may undertake while working in the department. S/he will further benefit

from exposure to the art market and to public and private collections in Los Angeles. In keeping with curatorial practice, much of the work is collaborative in nature and will entail interaction with Paintings Conservation, Education, Design and other departments.

Photographs (European and American)

The intern in the Photographs Department will assist the curatorial staff on one or more exhibitions scheduled for 2014-16, including projects related to American and European photography. S/he will conduct research on the permanent collection, catalogue works for display, write label copy, and assist with logistics related to coordinating exhibitions and publications. In addition, the intern will work on acquisition proposals and collections management, and will staff the department's study room one day a week.

Conservation (12 months)

Antiquities Conservation (Getty Villa)

The department of Antiquities Conservation is responsible for the care of the Getty Museum's collection of ancient material housed at the Getty Villa. It is also responsible for the safe transport and exhibition of loans given to the dynamic special exhibitions program at the Getty Villa. As part of the conservation team, the Antiquities Conservation intern treats and researches a wide variety of ancient artifacts including those made of metal, stone, ceramics and organic materials. The intern assists in the technical evaluation and analytical study of ancient artifacts in the permanent collection or on special loan. Additionally, the intern is expected to be part of a multi-disciplinary team working on collaborative projects with many of the Getty Museum's partners worldwide. Daily responsibilities include assisting in the environmental monitoring of exhibition spaces; working with the mount making team to produce anti-seismic mounts; and documentation of both treatments and research projects.

Decorative Arts and Sculpture Conservation

Depending on his/her qualifications and interests, the Decorative Arts and Sculpture Conservation intern will work on a range of research projects, such as issues pertaining to the treatment of painted outdoor sculpture and the technical examinations of the Getty's Rococo furniture and gilt-bronze object collections - including in-depth examination and analysis of objects, radiography, X-ray fluorescence, and microscopy. The intern will also pursue a research project of his/her own, taking advantage the Getty's analytical and bibliographic resources as well as the advisory expertise in the department. Each intern is encouraged to undertake a few treatments appropriate to his/her strengths and interests. The intern will also participate in the department's responsibilities for its active temporary exhibition program and in all of the varied responsibilities of the department.

Paintings Conservation

The intern in the Paintings Conservation department will work with all members of the department on the study and treatment of paintings from the Getty's collection. The intern will also participate in a variety of other departmental activities, including collaborative projects with other institutions, ongoing technical and conservation materials studies, and the Getty's exhibition program.

Collections

Collections Information and Access

The Collection Information & Access (CI&A) intern will be acquainted with the creation, cataloging, management, production, and distribution of documentation and interpretive media on the Museum's collection and related exhibitions, working with this team of interpretation, imaging, media, information, and technology experts. Projects may include digital initiatives such as mobile web/apps, videos, and new media, social media, and information management. CI&A provides opportunities for creativity, innovation, knowledge sharing, and best practice.

Registrar (Getty Villa)

The internship in the Registrar's Office provides a broad overview of the Getty Museum's collections and exhibitions and the chance to interact with the curatorial, conservation, preparations, and exhibition staff. The intern will be introduced to the work of the Registrar's Office in the areas of acquisition policies and procedures, collections management, exhibition planning and installation, and rights and reproductions. The intern's primary responsibilities will be to assist with special exhibitions at the Getty Villa in Malibu, but the intern will also work on exhibitions, projects, attend meetings and events at the Getty Center in Los Angeles.

Design

Design Department

The intern will join a multidisciplinary team of creative professionals to deliver design solutions for a range of possible projects related to the Getty visitor experience. Tailored to the individual's skills and career aspirations the intern could work on a range of projects including: exhibition design, permanent collection gallery design, collection interpretation, digital design, or branding. At the crossroads of creative activity within the institution, work will involve collaborations with many internal clients, and departments. The Museum's Design Studio is a fast-paced, deadline-driven, creative environment that develops high quality design solutions.

Education

Museum Education

The intern will work in the Museum Education Department to manage and produce digital content, including videos and other media. Projects may include the production and editing of an instructional painting video for secondary students, videos about artistic processes and techniques for a variety of audiences, and using media to assemble a course for online learners. Resulting projects will be published online, including getty.edu and YouTube.

Museum Education, Activity-based teaching

The primary project for this internship focuses on the topic of activity-based teaching in the galleries. The internship includes research into the history and theory of activity-based teaching in art museums, as well as observation of current practice, at the Getty and other sites. The intern will theorize and develop gallery activities, and apply them in both school and adult programs. Supervisors for this internship include the Education Specialist for Gallery Teaching and the Education Specialist for School Programs.

Exhibitions

Museum Exhibitions

This internship offers a complete, firsthand overview of the Getty exhibition development process and the work of the Exhibitions Department, including general project management, contract development, exhibition budget assembly and oversight, the logistics of exhibition installation and deinstallation, and other special projects as assigned. The intern will work closely with representatives of many Getty departments and will have the opportunity to oversee the development of at least one exhibition from beginning to end.

The Getty Research Institute (GRI) is a think tank that promotes advanced scholarship in the visual arts through an international residential scholars program, a library of over 1,000,000 volumes, major archival collections, exhibitions, publications, lectures, and symposia. Visit www.getty.edu/research for more information.

Collecting and Provenance

Project for the Study of Collecting and Provenance

The intern will research, create, and edit records for inclusion in the Getty Provenance Index® and may also assist in planning workshops and books related to current database projects. Over the course of the year, the intern in the PSCP will receive an introduction to European art markets 16th through 20th centuries, to methods for provenance research, and digital humanities issues.

Collections Management

Getty Vocabulary Program

The intern's responsibilities will include researching terminology, biographical data, geographic data, information on works of art and architecture, and other source materials for inclusion in the Art & Architecture Thesaurus® (AAT), the Union List of Artist Names® (ULAN), the Getty Thesaurus of Geographic Names® (TGN), and Cultural Objects Name Authority® (CONA). Duties include evaluating, constructing, revising, and expanding new and existing terminology and work records for art and architecture. The intern will receive insight and training in creating authority records, and cataloging and indexing works of art and architecture. In addition, the intern will receive insight into how vocabularies and associated data are used in retrieval and linked broadly in the outside world as Linked Open Data (LOD).

Registrar

The intern in the Registrar's Office will be introduced to the basic functions of the office by working with special collections such as rare prints, photographs, video art, and the archives of artists, architects, collectors and dealers. The internship provides training in policies and procedures pertaining to new acquisitions and exhibition loans, as well as hands-on experience with the collections management system. The intern's primary responsibility will be documenting collection materials and exhibitions, often in collaboration with curators, conservators and other collection management staff.

Special Collections Cataloging (Szeemann Papers)

The intern in Special Collections Cataloging will gain experience processing archival materials related to contemporary art. Specifically, the intern will help process the Harald Szeemann Papers. Perhaps the most influential curator of the second half of the 20th century, Harald Szeemann developed a new way of exhibiting art, closely collaborating with artists and incorporating a sweeping global vision of contemporary culture. Szeemann's papers document every step of his process, including preliminary notes, written descriptions and proposals for projects, installation sketches, exhibition documentation, research files, and extensive correspondence with colleagues and artist collaborators. The intern will be part of the processing team responsible for re-housing, arranging and describing materials in an online finding aid.

Special Collections Cataloging (Knoedler Archives)

The intern in Special Collections Cataloging will gain experience processing archival materials related to the American art market. Specifically, the intern will process photographs in the M. Knoedler & Co. archives. One of the most prestigious art galleries in the United States, Knoedler helped nurture and shape the American art market for more than a century. In addition to promoting old master paintings and post-impressionist works, Knoedler was also a consistent advocate for contemporary American artists. Clients included Henry Clay Frick, Andrew Mellon and Robert Sterling Clark, among other notable collectors. The archive traces the gallery's history from 1848 to 1971. Materials include stock and sales books, extensive correspondence, photographs of the artworks sold by the gallery, business records, research files, catalogs and ephemera. The intern will be responsible for re-housing, arranging, researching and describing the photographs in an online finding aid.

Department of Architecture and Contemporary Art

Department of Architecture and Contemporary Art

The intern in the Department of Architecture and Contemporary Art will participate in all programmatic activities of the department, which includes a wide range of subjects in contemporary art, architecture, and cinema, as well as ongoing digital projects and preparation for the upcoming initiative Pacific Standard Time: L.A./L.A. The intern will assist with research projects, acquisitions, exhibitions, publications, and public programs. The intern will work closely with curators and staff within the department, as well as with visiting scholars, filmmakers, artists and other collaborators. The ideal candidate will have a specialized interest in Latin America. Reading and writing fluency in Spanish would be ideal along with advanced reading knowledge of Portuguese.

Research Projects & Programs/Digital Art History

Research Projects & Digital Art History

The GRI's Research Projects & Programs section manages the GRI's institutional research agenda, leads individual research projects, and oversees all of the GRI's public and educational programming. The Digital Art History department oversees and/or collaborates on digital initiatives and research projects throughout the GRI and across the Getty. An internship with Research Projects & Programs / Digital Art History will provide on-the-job training in research, project and program management, and the digital humanities, and will encompass aspects of scholarly and applied research, digital research and development, team-based research, writing for multiple audiences and outlets, program planning and coordination, and institutional documentation. It will be ideal for someone who is interested in furthering his/her academic skill set (scholarly research, writing, and digital art history) while also developing new skills that will make such training relevant to a much broader range of employers and job opportunities. In addition to working with all of the GRI's research projects, the intern can expect more in-depth involvement with projects such as *Lawrence Alloway, Critic & Curator*; *Producing Empire: The Politics of Representation in France and North Africa*; and/or *Scholars' Workspace* (a collaborative digital environment).

Publications

Publications

Our intern works closely with members of the GRI Publications department to learn how print and electronic books are produced—from acquiring and editing a manuscript to obtaining art and permissions, from proofing typeset pages to promoting the final product. The intern will work with editors, designers, production coordinators, and other publishing professionals on a variety of projects such as copyediting manuscripts, fact checking, marking up proofs, and developing art programs. The ideal intern is a self-starter who has a broad interest in the visual arts, a passion for communicating complex ideas, and an eye for detail. Projects scheduled for 2014–15 include *Man Ray: Writings and Statements on Art*; a translation of Heinrich Wölfflin's *The Principles of Art History*; a translation of Samuel von Hoogstraten's *Introduction to the Academy of Painting*; a catalog to accompany the exhibition *The Edible Monument*; a catalog to accompany the exhibition *Printmaking in the Period of Louis XIV*; a monograph on Russian avant-garde books; *Mapplethorpe: The Archive*; and the *Getty Research Journal*.

The Getty Conservation Institute (GCI) pursues a broad range of activities dedicated to advancing conservation practice and education in order to enhance and encourage the preservation, understanding and appreciation of cultural heritage. For more information, go to www.getty.edu/conservation.

Field Projects (12 months)

Field Projects interns may participate in the organization and implementation of field campaigns that may include hands-on conservation work, the development of conservation plans, and reference documentation. http://www.getty.edu/conservation/field_projects/

Science (12 months)

Science interns may learn to use instrumentation and perform tests to investigate the processes of material deterioration, to design and evaluate conservation solutions, and to conduct technical examinations of works of art in the Getty collections. <http://www.getty.edu/conservation/science/>

Education (12 months)

The intern in the GCI's Department of Education may contribute to needs assessments for conservation education, pedagogical research, and the development of courses, workshops, or meetings for conservation professionals. <http://www.getty.edu/conservation/education/>

The Getty Foundation provides support to institutions and individuals throughout the world, funding a diverse range of projects that promote the understanding and conservation of the visual arts. For a current list of the Foundation's funding priorities, see <http://www.getty.edu/foundation/initiatives/>.

Philanthropy

The intern in the Foundation has an opportunity to see arts funding in action through working on grantmaking programs in the areas of art history, conservation, museum practice, and leadership/professional development. S/he will be involved primarily in research for current funding initiatives and the administration and evaluation of ongoing programs. Qualifications include knowledge of art history and/or conservation and good research and communication skills. A basic understanding of grantmaking and/or the museum/cultural field is a plus.

Publications**Digital and Print Publications Department**

Getty Publications produces 30 to 35 print titles a year and an increasing number of digital publications, from scholarly monographs and exhibition catalogues to books aimed at general audiences of all ages. The Digital and Print Publications Intern will work with Getty Publications staff on the development, production, and distribution of a variety of digital and print publications. Working closely with the Digital Publications Manager, Editor-in-Chief, and other publishing staff, the intern will be exposed to all phases of art book production in both digital and print formats. Duties will include the coordination of assets and metadata for digital publications, project management, clearing image rights, checking page proofs, and quality control review and testing of digital publications. Candidates should be organized, detail-oriented, and have strong written and verbal communication skills.