



Internship Title: Curatorial Internship, Tate Britain Empire Exhibition
Reference: TG0435
Department: Curatorial, Tate Britain
Hours: 18 hours per week
Duration: 3 months, commencing in March 2013
Location: Millbank, London

About Tate

The aim of Tate is to increase public awareness, understanding and enjoyment of British art from the 16th century to the present day, and of international modern and contemporary art.

You can find further information about Tate on our website: www.tate.org.uk

Internships at Tate

Our internship programme aims to offer structured work-based learning opportunities to support career development and to open up opportunities for working in the arts sector.

Previous experience of working in a museum or gallery is not a requirement to undertake an internship at Tate. Our aim is to attract people to join us as interns who might not have thought about working in our sector before or who have not had the opportunity to experience what this might be like. We want to offer these opportunities to those people who would benefit most from an internship at Tate both in terms of furthering their personal or professional development and who, in return, would have a new and different perspective to bring to our work.

Through our internship programme we want to open up working to Tate to people from all backgrounds and increase the diversity of our workforce. We encourage applications from those from black, ethnic minority and disabled applicants as these groups are currently underrepresented in our sector.

Internships in our Curatorial department

Our curatorial department is currently looking for an intern to undertake research and general administration which will feed in to developing the structure and argument of a large-scale temporary exhibition planned for 2015. The exhibition, provisionally titled *Empire*, will explore the relationship between the visual arts and British imperialism. Bringing together a wide range of visual material (including painting, sculpture, photography, textiles and prints), the exhibition will examine the ways in which empire was both represented and contested in the visual arts. It not only looks at art produced within Britain, but also at works made in the colonies by imperial subjects as well as by travellers and colonial settlers.

During your internship you will have the opportunity to participate in some of the most exciting gallery curatorial work nationally and internationally in a really stimulating environment. This will in turn give you a number of formal and informal learning opportunities that will assist you with your future career.

Collaboration and working as part of a team will form a central part of this internship. Working closely with the curatorial team and wider Tate departments you'll develop your understanding of how different departments work together to achieve a shared goal in a large organisation.

During your internship, you will be invited to attend Curatorial Department briefings. This will foster an understanding for how the Curatorial Department develops a dynamic programme of changing displays and exhibitions to reflect, promote and embody Tate Britain's role as the world centre for the study and enjoyment of British art from 1500 to the present day.

The Museum System (TMS) training and a tour of the Library and Archive during your induction will be provided as a tool and development opportunity and to carry out research.

What this internship will give you the opportunity to do and learn

By the end of your internship you will have:

1. Extended your knowledge of 19th Century British Art.
2. Developed an understanding of museum processes and practices.
3. Developed your administrative support and research skills to deliver projects in a museum environment.
4. The ability to identify, collate, examine, order, synthesise and transfer information relating to British Art, including data management in TMS.

To support you to acquire the skills and experience above you will have the opportunity to learn about and undertake activities and tasks which will range from research to general organisation and administration.

Research tasks will include preparing lists from raw research material in libraries, to gathering publications on artists and the historical context of the exhibition. Sourcing and researching images of works plus the historical context for the project will be a key part of the role.

Administrative tasks will include organising research into information packages, assistance with installation layouts and creating files.

Specifically, the main responsibilities during the internship will be to use museum systems and procedure, in the planning stages of a large-scale temporary exhibition.

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What we are looking for from our interns:

We are looking for interns who:

- Demonstrate an interest or specialism in Historic and/or Modern British Art and History.
- Have good research skills.
- Are enthusiastic about and open to learning and able to demonstrate how an internship opportunity at Tate would make a positive contribution to their career development.
- Are able to demonstrate an understanding of diversity and how they personally can make a contribution to Tate becoming more open and inclusive.
- Are able to demonstrate the ability to contribute new ideas to a project or working environment.

- Have good verbal and written communication skills and are able to engage with people from different backgrounds.
- Have a collaborative approach and enjoy working as part of a team.
- Are able to organise themselves effectively, are attentive to detail and take pride in their work.
- Have a flexible and positive approach.
- Are competent in the use of Microsoft Office and can use email and the internet applications.

What we are offering

Hours

The internship opportunity is available for a period of 3 months commencing in March 2013.

You will be required to work 3 days (18 hours) per week for the duration of the internship.

Payment

You will receive an allowance paid at the rate of £8.55 per hour in accordance with the London Living Wage.

Annual Leave and Paid time off for Public Holidays

For the duration of your internship you will be entitled to accrue paid holiday on a pro rata basis to the full time equivalent of 28 working days paid holiday per year. This is inclusive of bank holidays.

Safer Recruitment

All positions at Tate are offered subject to the following conditions:

- Receipt of satisfactory references covering the last 3 years of your employment or education.
- Health clearance
- A satisfactory Disclosure Check.
- Proof that you are legally entitled to work in the UK

Other Benefits

- Subsidised staff catering arrangements and discounts in the Tate Restaurants and Cafes.
- Access to Tate Benefits which offers access to discounts in high street stores.
- Access to a 24/7 Employee Assistance Programme to support you with any work, personal or family issues. This includes telephone-based support, as well as comprehensive online resources.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out-of-hours.
- Discounts on items purchased in the Tate shops.
- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.

How to apply

Please visit: www.tate.org.uk/about/workingattate/ and apply online by creating an account and registering your details or if you are an existing user, log into your account. For all opportunities we ask candidates to complete an online application form for the vacancy they are interested in.

As part of your application we will ask you to provide examples of how you meet the criteria set out in the section above **'What we are looking for'**. These examples could be from any aspect of your life, including work (voluntary or paid), education and social life.

If you need an application form in an alternative format to online, please call us on 020 7887 4997. Once you have submitted your application you can keep track of its progress by logging in to your account.

The closing date for the submission of completed application forms is **Wednesday, 13 February 2013, 17:00**