



Master of Arts Program in the Humanities (MAPH)
University of Chicago

Summer 2017 Internship Program

**Editorial Intern – Publishing Department
Art Institute of Chicago**

About the organization

The Art Institute of Chicago collects, preserves, and interprets works of art of the highest quality, representing the world's diverse artistic traditions, for the inspiration and education of the public and in accordance with our profession's highest ethical standards and practices. The Art Institute of Chicago was founded as both a museum and school for the fine arts in 1879. Its first collections consisting primarily of plaster casts, the Art Institute found its permanent home in 1893, when it moved into a building, constructed jointly with the city of Chicago for the World's Columbian Exposition, at the intersection of Michigan Avenue and Adams Street. That building, its entry flanked by the two famous bronze lions, remains the "front door" of the museum even today. In keeping with the academic origins of the institution, a research library was constructed in 1901; eight major expansions for gallery and administrative space have followed, with the latest being the Modern Wing, which opened in 2009. The permanent collection has grown from plaster casts to nearly 300,000 works of art in fields ranging from Chinese bronzes to contemporary design and from textiles to installation art. Together, the School of the Art Institute of Chicago and the museum of the Art Institute of Chicago are now internationally recognized as two of the leading fine-arts institutions in the United States.

About the position

This internship offers the opportunity to gain experience in and knowledge of the fields of both museum publishing and art museum work more broadly. In the Department of Publishing, the intern will learn about the rigorous, multifaceted editorial process that informs the creation of the Art Institute's printed and digital matter, from gallery labels to exhibition and collection catalogues. The intern will work closely with the Executive Director of Publishing, the Editorial Director, and project editors on various projects. Due to the cross-institutional nature of our work, the intern will also have the opportunity to collaborate with curators; project managers; imaging and production staff; freelancers (including indexers, translators, and proofreaders); and other personnel. Depending on previous editorial experience, the intern may have the opportunity to take the lead on one of our editorial projects, assist in photography editing, and/or help with the design of our catalogues.

Position qualifications

We seek motivated and committed individuals who are genuinely interested in a career in editorial work, publishing, and the museum field. Excellent writing, grammar, analytical reading, and editorial skills are important, as is an interest in art history or a related discipline. Experience in an editorial and/or publishing setting is helpful but not required. Familiarity with book design and editing software (such as InDesign or Drupal) is valued but not essential.

Hours and compensation

This is a MAPH-sponsored internship. The intern will work for a total of 300 hours. The internship will likely start by the end of June and continue through the summer for 30 hours per week over the course of 10 weeks, although the schedule can easily be rearranged if necessary.

To apply

Applicants should send a letter of interest, résumé, and writing sample to MAPH. The Art Institute will contact selected candidates to schedule an interview.