



Short Term Interns Wanted!

The Pennsylvania Guild of Craftsmen needs interns to assist with our fine craft gallery store and fairs throughout the 2009 year until the end of January 2010.

About us: the Pennsylvania Guild of Craftsmen is an educational 501c3 nonprofit organization founded in 1944. In partnership with our sister organization, the Pennsylvania Designer Craftsmen, the Guild hosts educational and new opportunities for its members to be in the public eye.

Our Mission: Recognizing that the making of craft enriches all, Pennsylvania Guild of Craftsmen seeks to encourage the practice of and nurture excellence in heritage and contemporary crafts. We do this through education, advocacy and support of the practicing craftsmen.

Internship: The internship lasts from September 23 to January 30.

Interns will work closely with Pennsylvania Guild Staff, playing an integral role with the following:

- Assisting the Guild the weeks prior to the fine craft fairs; preparations, packing, postcard mailings, contact with the media, etc.
- Assisting the Guild during Saturday gallery display hours; displaying, selling, packing, etc.
- Assisting Pennsylvania Guild Staff during shows; exhibitor check in and load out, general show operations as needed.
- Assisting with Guild office setup and maintenance
- Interacting with craftspeople.
- Assisting after the fine craft fairs to enter and analyze show data (evaluations, mailing list updates)

Responsibilities will be related to all facets of the necessary operations of the show. The ideal candidate will have a background in art, art history, craft or media studies, design or exhibition related field(s) and an enthusiasm and ability for working in a fast-paced, hands-on environment.

Application: Internship applicants should send or email:

- A brief statement describing your qualifications and interests
- Letter of recommendation from a professor
- A resume detailing prior academic and work experience

Stipend: This is a non-paying internship. Interns selected will receive meal stipends, discounted rates on hotels in the area and reimbursed travel expenses related to the any show-relevant travel.

Eligibility: College student (junior year or above) or graduate level and above.

Deadline: All applications must be received by September 4, 2009.

Applications and all other inquiries should be sent to Mindy@pacrafts.org or Pennsylvania Guild of Craftsmen
c/o Mindy Kline
252 North Prince Street
Lancaster, PA 17603