

## **Information on Graduate Internship Areas and Host Departments, 2012-2013**

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](http://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 1500 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 exhibition projects within the department, as well as in the reinstallation of permanent gallery displays. The work will also include scholarly, bibliographical and provenance research on the permanent collection, since the department is in the process of publishing an on-line catalogue of Northern Europe sculpture.

#### **Drawings (European, prior to 1900)**

The Drawings Department intern will be closely involved in all aspects of the curatorial department, including planning exhibitions, researching acquisitions, creating the online catalogue, and assisting with the care and interpretation of the drawings collection.

#### **Illuminated Manuscripts (European, 800-1600)**

The Manuscripts Department intern will be assigned a variety of responsibilities, both administrative and research-oriented, to 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, and 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 and will entail interaction with Conservation, Education, Design and other staff.

### **Photographs (European and American)**

The intern in the Photographs Department will assist the curatorial staff on one or more exhibitions scheduled for 2013-14, including projects related to American, Japanese and British 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. As part of the conservation team, the antiquities intern treats a wide variety of ancient material including metals and ceramics; assists in the technical evaluation and analytical study of ancient artifacts in the collection or on loan; is part of a multidisciplinary team working on collaborative projects with many of the Getty Museum's partners worldwide; assists in the monitoring of exhibition spaces; works with the Getty Villa's mount making team to produce anti-seismic mounts for objects on loan; and documents both treatments and research projects.

### **Sculpture and Decorative Arts Conservation**

Depending on his/her qualifications and interests, the Decorative Arts Conservation intern will work on a range of potential research projects including technical examinations of the Getty's Rococo furniture and gilt-bronze object collections. This project will include in-depth examination and analysis of objects, Radiography, X-ray fluorescence, and microscopy. The intern is encouraged to take on a few treatment projects and pursue a research project of his/her own, utilizing the Getty's resources and advisory expertise. The intern will also participate in the department's responsibilities for its active temporary exhibition program.

### **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**

### **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 and 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, 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 become acquainted with the production of digital media created specifically for school and teacher audiences, particularly the management and production of videos. Projects may include the production and editing of the following: videos aimed at preparing students and teachers for a visit to the Getty Museum; teacher tutorial videos for booking and organizing field trips on [getty.edu](http://getty.edu); and instructional videos for the K-12 classroom that would be accessed on [getty.edu](http://getty.edu), Art Babble, and YouTube. The intern would also provide assistance in the planning and implementation of online webinars.

## **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](http://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 conferences. Principal projects include German Sales (1930-1945), and British Sales (1780-1800). Over the course of the year, the intern in the PSCP will receive an introduction to the history of collecting and the art market, to methods for provenance research, and digital humanities issues.

## **Collection Development**

### **Collection Development Department**

The graduate intern for the GRI curatorial department works closely with an experienced curator on an extended collection-based project concerned with exhibition planning, documentation of objects, and organization of gallery texts and collection information for publication and web resources. Specific curatorial activities include advanced research, evaluation, and presentation of prints and drawings, rare books and photographs from the Research Institute's special collections.

## **Collections Management**

### **Digital Services**

The intern in the Digital Services section will gain experience in all areas of imaging objects and materials from the Getty Research Institute's Special Collections, which include archives, photographs, prints, rare books, and three-dimensional objects. Responsibilities may include performing high-end image capture to support GRI exhibitions, publication and digital projects, such as imaging a curated selection of photographic materials from 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. Assignments may also include live still imaging and video capture of GRI exhibition installations and events such as lectures and symposia as well as editing and archiving digital video footage of artist George Herms organizing his archive at the GRI.

### **General Collections Cataloging**

The intern in General Collections Cataloging will gain experience providing access to published materials from the Harald Szeemann Library. 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. The published materials in the Szeemann Library encompass a broad range of topics with an emphasis on artists' monographs and exhibition catalogs. The Graduate Intern cataloging published materials will perform bibliographic searching and verification in local, national, and international databases, catalog published materials using existing copy, and create bibliographic records as directed. The Graduate Intern will learn to recognize, interpret, and apply various local, national, and international bibliographic and metadata standards in the course of their work.

### **Getty Vocabulary Program**

The intern in the Getty Vocabulary Program will have projects that include researching terminology, biographical data, geographic data, and other source materials for inclusion in the Art & Architecture Thesaurus® (AAT), the Union List of Artist Names® (ULAN), and the Getty Thesaurus of Geographic Names® (TGN). The intern will also edit and create new records in the 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.

### **Special Collections Cataloging**

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.

## **Publications**

### **Publications**

The publications intern works closely with members of the GRI Publications department to learn how print & 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 that has a broad interest in the visual arts, a passion for communicating complex ideas, and an eye for detail. Projects scheduled for 2012–13 include *Chatting with Henri Matisse: The Lost 1941 Interviews*; *Man Ray on Art: Collected Writings and Statements*; *Display of Art in Roman Palaces*; *The Art of Alchemy*; 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 interpretation of the visual arts. For more information, go to [www.getty.edu/conservation](http://www.getty.edu/conservation).

**Field Projects (12 months)**

Field Projects interns 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/](http://www.getty.edu/conservation/field_projects/)

**Science (12 months)**

Science interns 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 contributes 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. See [www.getty.edu/foundation](http://www.getty.edu/foundation) for more details.

**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, 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.