

Say Yes Buffalo Internship Opportunity

Internship Title: Education & Programs Intern

Organization Name: Darwin Martin House

Location: 143 Jewett Parkway, Buffalo NY 14214

Website: www.darwinmartinhouse.org

Organization Description/Profile: World famous architect Frank Lloyd Wright's Darwin Martin House Complex is a museum and visitors center that preserves, interprets and promotes a master-piece home built for Wright's friend, Darwin Martin. Located near Delaware Park in North Buffalo the Martin House offers a series of programs, including tours, educational experiences and special events.

Internship Duties and Responsibilities:

The largest responsibilities will include assisting with our education programs and tours, including the Martin House summer camp that runs for one week in July for third through eighth graders.

Other duties may include:

- Greeting group tours
- Developing and chaperoning tours of the building and grounds
- Assisting with special events such as the annual Bricks and Brews fundraiser
- Assisting with social media
- Designing and delivering lesson plans for education program
- Assisting with other family programs

The selected intern will be open to new opportunities and have the ability to step outside of their comfort zone. We actively seek a dynamic intern with excellent interpersonal skills who is inspired by architecture, design, the Buffalo community and working with visitors of all ages.

Intern takeaways:

- Experience what it's like to work at a first-class cultural institution and museum that receives visitors from around the world
- Will learn how to design lesson plans for our summer campers to help them learn about art and architecture
- Will learn how to plan and manage special events
- Will learn valuable knowledge about architecture, art and design.
- Opportunity to work with dynamic team in a non-traditional work environment

Duration of employment:

- 20 hours per week, for 10 weeks mid-June through August 2018
- During the weeks of summer camp, there may be a need for more hours.

Compensation:

- Internships will be paid hourly rate to be discussed during the interview process.

Minimum Requirements

- Full time college undergraduate student, in good academic standing
- Say Yes program scholar or past scholar
- Ability to work independently
- Good interpersonal skills and ability to work with others
- Interest in working with children, ages 6-13
- High level of integrity
- Warm demeanor with children
- Creative
- Ability to stand for long periods of time
- Able to lift 30 pounds
- Excellent writing
- Must be able to work some evenings and weekends

Accommodations:

- The Say Yes Internship Program is committed to providing equal access to individuals with disabilities, including physical access to programs and reasonable accommodations for interns.

To apply, submit:

Resume

Cover letter

To: buffalointernships@sayyestoeducation.org

Deadline:

April 15, 2018