



AGGREGATE SPACE GALLERY

# GALLERY INTERNSHIP

## Summer Gallery Internship Opportunity

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### About ASG

Aggregate Space Gallery is a charitable, artist-run exhibition and performance space in West Oakland that prioritizes the exhibition of artwork that generally can't be seen elsewhere – our mantra is "*Install the Unimaginable.*" ASG supports artists who fuel critical dialogue in a time when it is desperately needed. We aim to be a sanctuary for groundbreaking and emerging contemporary art.

<https://aggregatespacegallery.org/>



## **Project Need**

Aggregate Space Gallery (ASG) is currently accepting applications for our Summer Gallery Internship to assist with our gallery operations, Thursdays-Saturdays from 1:00pm-5:00pm.

### **Time Commitment:**

3 months minimum this summer, 10-15 hours a week

Ideal time frame: 05/01/2019 to 08/01/2019. Some work can be done remotely.

Thursdays-Saturdays from 12:45pm - 5:00pm (2 or more days a week preferred).

Occasional evening events (opening receptions, First Friday Events, etc.)

\*Annual Fundraiser at Z-Space, Tuesday, July 2 required for all staff and volunteers.

4:30pm-10:00pm in San Francisco.

### **Location:**

801 W Grand Avenue, Oakland, CA.

### **Why Now?**

ASG is in a moment of momentous growth and exciting change. Over the past few years, we've grown from an artist-run space into a nationally funded non-profit, but are facing a challenging moment in our history and we need your help. We are facing displacement from our current location due to rent hikes and other non-negotiable lease terms and have now started the process of seeking alternative solutions.

To accomplish our goal of continuing our critical programming for emerging artists and nationally recognized programming while we seek a new home for ASG, we need your help during this pivotal moment. With the right expertise and support, ASG can have a bright future in the Bay Area as a vehicle for groundbreaking multimedia, installation, and experimental video works that push forward challenging conversations and create new worlds of thought. You will be a critical part of our growth and forward momentum!



### **What we need from you:**

- Be present at the gallery during opening hours (Thursday, Friday, Saturday from 1-5 PM), as well as First Friday events, opening receptions, and artist talks.
- Understand contemporary art, site-specific installations, new media work, experimental video
- Learn about the current exhibition and artist and be able to answer visitor questions
- Excellent coordination and communication with artists
- General administrative duties including gallery upkeep & organization
- Keep the database of artists organized
- Minor cleaning and vacuuming before/after events
- Organize and manage the bar during events

### **What we have already:**

- Tremendous community support and connections from Bay Area artists and non-profit arts organizations
- An excellent group of current interns and staff
- 8-year history of working with a range of skilled volunteers and part-time staff
- Active board and operations infrastructure

### **What's in it for you:**

Although this is an unpaid position, this is an opportunity for a self-motivated individual to take the reins on an interesting project, think creatively to help shape the future of ASG, and meet cool people and have fun doing it. You will receive a well-rounded experience working in a nationally recognized institution as well as advance and sharpen your communication skills, exposure to and literacy with digital and technological tools used in nonprofits. This role is ideal for someone looking to gain experience in the arts. At the end of a successful internship, our staff will be happy to provide a written reference supporting your future.

### **What does success look like:**

- Meet agreed upon deadlines and be here on time while being enthusiastic and self-motivated while showing attention to detail.



- Always lead with kindness and an intent to understand, asking questions often
- Follow through on your commitments, building trust within the community and fostering excellent teamwork within the staff, other interns and artists
- You work independently or as part of a group on a daily basis, taking responsibility for your work while seeking out opportunities to learn skills through the internship that will be applicable to your professional goals.

**To apply for this internship, please email [willis@aggregatespacegallery.org](mailto:willis@aggregatespacegallery.org) with the following information:**

- Your LinkedIn profile and/or resume, two professional references, and a cover letter which explains your qualifications and ability to meet the project goals
- Availability for an introductory call