Summer 2022 Internships at The John & Mable Ringling Museum of Art

About The Ringling
The John & Mable Ringling Museum of Art is located in Sarasota, Florida. Want to learn more about The Ringling?
Website | Facebook | Twitter | Instagram | Flickr | Pinterest | YouTube

Equity Statement
The Ringling is an Equal Opportunity/Access/Affirmative Action/Pro Disabled & Veteran Action employer with a strong commitment to diversity and inclusion. As such, we are always seeking individuals dedicated to innovation and excellence. A successful candidate will work effectively, respectfully, and collaboratively in a diverse, multicultural, and inclusive setting. We especially encourage applications by individuals from underrepresented groups, with a demonstrated commitment to a culturally and intellectually diverse workplace.

Should you require accommodations for the application or interview processes, please email employment@ringling.org or call 941-359-5700 (ext. 1-2605).

Learn more about our commitment to Diversity and Inclusion:
- FSU’s Equal Opportunity Statement
- FSU Diversity & Inclusion Statement
- FSU Strategic Plan
- Ringling Strategic Plan
- Ringling Equity Statement

Internship Categories
The Ringling will be hiring for 5 Internships with Concentrations available in the following departments:

- Archives
- Collections
- Conservation
- Education
- Library
- Performance
- Visitor Services/Box Office

You can learn more about each opportunity by visiting: https://www.ringling.org/summer-internships

Qualifications
Qualifications to participate in the Summer 2022 Internships will include:

- Completion of coursework towards a bachelor’s degree, preferably in the Arts or Humanities.
  - Please note the Conservation Internship will require the candidate to have completed their Bachelor of Science degree.
- Basic computer skills with applications such as: Microsoft Office Suite (Excel, Outlook, Word).
- Ability to follow directions with high attention to detail.
- Passion Highly motivated and enthusiastic about learning within a multi-disciplinary cultural organization.
- Willingness to build and develop leadership, communication, critical thinking, teamwork, and technology skills.
- Committed to equity and inclusion for all people.
- Please note these positions will require successful completion of a criminal history background check, to include fingerprinting. The background check will be conducted as authorized and in accordance with University Policy 4-OP-C-7-B11.

Preferred but not required to apply:
- Relevant knowledge/experience related to the internship category.
Salary
$13.00 per hour/40 hours a week.

Schedule
This internship will run from **June 6th, 2022, to July 29th, 2022**.

Typical working hours are Monday – Friday from 8:00 AM to 5:00 PM with a one-hour meal period. Please note that days, evenings, or weekends may be required based on the internship category.

Application Materials
The following items must be submitted to Internships@ringling.org by **April 4th, 2022**, to be considered for the 2022 Summer Internship.

- Cover letter
- Resume
  - Include relevant course work, computer skills, and language skills.
- Unofficial transcripts
- **3 letters of recommendation** due by the April 4th deadline
  - Letters of recommendation must be submitted by the person providing the recommendation using this link: [https://bit.ly/Summer2022Intern](https://bit.ly/Summer2022Intern)

Affordable Care Act
OPS employees are covered under the Affordable Care Act. OPS employees who meet certain criteria will be offered affordable health care coverage. For more information on the Affordable Care Act, please visit the Benefits website and click on Employee Insurance Eligibility.

Pay Plan
This is an OPS/Part-Time.