

christophermichaelsullivan

Internship Information

Position Description:

CMS accepts part-time internships in various creative departments. The firm's internships are crafted to meet the needs, skills, and interests of the individual. We offer both semester and project-based internships. Semester internships are 14 weeks. Project internships last the length of a specific project, with the intern only assisting with that project's activities. Both are designed to facilitate career-building through the acquisition of new skills and portfolio building in our four departments.

Production:

Interns assist in the fabrication and project management of CMS art. This includes working with and learning from various experts in the field. Specialized skills include painting, printmaking, carpentry, sound engineering, photography, writing, textile arts, and working with commercial fabricators.

Design:

The interns assist in a wide range of design tasks. Design tasks include product design, marketing and publishing layouts, signage, and the managing of CMS web presence.

Public Relations and Writing:

Interns work on all aspects of promoting CMS and its projects as well as being involved in the voice of CMS. This includes both traditional and nontraditional communication strategies. Tasks for this include writing press releases, preparing artist packets, researching new forums for publicity, and creative writing.

Administration:

The interns help in the planning and managing of shows. This includes working directly with the members of the firm on scheduling, project management, and corresponding with advisory members, contractors, and venues. Interns will also assist with installations and executions of finalized projects.

Qualifications:

- Previous experience in these departments is not required.
- To apply send a cover letter and resume via email.