



Summer 2022 Curatorial Internship

Title: Curatorial Intern

Reports to: FloraJane DiRienzo, Executive Director

Location: Hybrid schedule: Remote, in-person at our office (1550 Wewatta Street), and at Biennial public art exhibitions around the city of Denver

Website: biennialoftheamericas.org

About the Biennial of the Americas

The Biennial of the Americas was founded in 2010 by civic leaders with a mission to create connections, build community, and inspire change across the Americas. The Biennial's artistic programs activate public spaces in Denver through diverse mediums such as curated art exhibitions, architectural urban intervention, and thought-provoking films by emerging and established artists. Through panels, events, and exhibitions, we amplify local and bring international artists to Denver to increase exposure to diverse cultures and experiences. The Biennial of the Americas is committed to an employee-orientated, high performance culture that emphasizes empowerment, quality, continuous improvement, and the recruitment and ongoing development of a superior workforce. The Biennial Curatorial Intern will gain hands-on experience in a fast-paced international arts environment and will begin creating a network of international art connections.

Position Summary

The following position's list of duties and responsibilities may be adjusted depending on the intern's interests and organizational needs. This position reports to the Executive Director, but will regularly have interactions with the entire Biennial team.

The Curatorial Intern will be an integral part of the planning and execution of the Biennial's public art exhibitions for the 2022 C smico Americas Festival. The Biennial's annual festival, C smico Americas is a free community event that brings people together to celebrate art, culture, and music from the Americas. For the 2022 C smico Americas festival, the Biennial will commission two large scale public art exhibits: one in Triangle Plaza (near Union Station) and one in Civic Center Park. The Curatorial Intern will assist the Biennial team in coordinating with Guest Curators and International Artists working on these exhibits, as well as assisting in the care and maintenance of the pieces that will be on public display.

Tasks and Responsibilities

- Provide administrative and logistical support to the Biennial's guest Curators and International Artists in the month before and during the 2022 C smico Americas Festival
- Support project management details for art exhibitions and installations
- Help in the installation of large-scale public art exhibitions including: moving art, packing & unpacking art, etc.

- Compile information and gather support materials about the artists and the exhibits
- Create multilingual display signage for each of the public exhibits
- Assist with creation of marketing materials for the exhibits
- Assist in maintaining condition reports and simple data entry regarding the exhibits
- Assist with daily Biennial operations, including some office work
- Other curatorial duties as assigned

Position Requirements

- Fluency in Spanish preferred
- Ability to take initiative, set priorities, work independently as well as in a team setting, be creative in solving problems, and manage multiple tasks
- Flexibility and willingness to work on a wide variety of projects
- Verbal and written communication skills
- Ability to operate under time constraints and pressure to meet deadlines
- Ability to operate or learn to operate Google Suite

Physical Demands and Work Environment

- Must be able to safely lift and carry 25 pounds
- Some outdoor work will be required
- For the most part, this position will operate during the traditional Monday-Friday work week; night and weekend work may be required, within the boundaries of DITA internship requirements

The Biennial of the Americas is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any bias including race, color, age, sex, sexual orientation, religion, disability or national origin. The Biennial of the Americas reserves the right to modify or change this job description as business needs dictate.