



Education Program Internship

PROGRAM ASSISTANT

Under the direction of the Education Director, the Program Intern will contribute to art education programming by designing visual and educational materials, in service of the LCA facilities, and mission.

DUTIES AND RESPONSIBILITIES

- Create flyers, power point presentations and other design materials exhibitions for use in outreach programs.
- Assist with educational curriculum development for the outreach and auxiliary programs and create sample art projects.
- Research & report on educational programs delivered by other peer art institutions.
- Assist Education Director with auxiliary and outreach programs as needed.

EXPERIENCE AND TRAINING

- Coursework in Art Education, Fine Art and/or Art History preferred.

SKILLS AND ABILITIES

- Strong verbal, written, and interpersonal communication skills
- Mature pro-active approach to problem solving
- Good visual design skills
- Proficiency with PC operation systems, including Microsoft Office and PhotoShop
- Passion for education and ability to investigate opportunities.

For more information please contact the Education Coordinator, Janet Bloch at 219-874-4900 x203 or jbloch@lubeznikcenter.org