



THE BARNES FOUNDATION

Internships

We offer summer internships in a variety of departments for undergraduate and graduate students. Our interns work with experts in their fields, gain valuable job experience, and engage in meaningful work.

<https://www.barnesfoundation.org/about/careers-and-volunteering>

Application Deadline:

February 1st

Funding:

All internships at the Barnes Foundation are paid.

Undergraduate students receive \$12.75 per hour.

Graduate students receive \$15.75 per hour.

Interns at the Barnes may contribute in the following areas:

- Archives
- Business Development
- Collections and Exhibitions Research
- Collections Registration
- Community Engagement and Family Programs
- Conservation
- Development
- Editorial and Publications
- Education- Adult Education
- Education- School Programs
- Finance
- Human Resources
- Marketing and Membership
- Public Programs
- Public Relations

Summer Internship Program: February 1st application deadline

The summer internship program runs from the first week in June through the second week of August.

The summer 2023 program runs from Monday, June 5th- Friday, August 11th. Interns work 2-3 days per week and must attend enrichment activities every Friday during the program.

Apply online at:

<https://www.barnesfoundation.org/about/careers-and-volunteering>

A complete application includes:

- Application Form
- Cover Letter
- Resume
- One Letter of Recommendation*

*Letters of recommendation may be also be emailed in doc or pdf format to internship@barnesfoundation.org.

Internship applicants must be currently enrolled in undergraduate or graduate studies, or must be recent graduates.

Notification:

If you are selected to move forward with the application process, a Barnes staff member will contact you for an interview. We let all applicants know the final status of their applications about eight weeks after the application deadline.

COVID-19:

Successful applicants for in-person internships with the Barnes Foundation must be fully vaccinated against COVID-19 by the date of hire as a condition of employment, subject to requests for accommodation.

Have other questions? Email us at internship@barnesfoundation.org.