

Internship

Deveron Arts is a contemporary arts organisation based in Huntly, a 4000 people strong market town in the north east of Scotland. Here we work with the history, context and identity of the town.

Deveron Arts has no gallery, instead *the town is the venue*: studio, gallery, and stage for artists of all disciplines. We invite them to work and live here from all over the world. For this we use found spaces all over the town and its surrounding areas: supermarkets, pill boxes, churches, garages, to name just a few.

Engaging local people and community in topics of both global and local concern, Deveron Arts works through a 50/50 approach. This brings together artistic and social relationships in an international global network that extends throughout and beyond the geographic boundaries of Huntly.

Our current three year programme explores the concept of Hospitality through the notions of slow travel, food + hosting and conversation + language.

More on Deveron Arts, its artists, project and concepts on www.deveron-arts.com

Intern Position

The Intern will be involved in all facets of daily operations and will be a vital part of the Deveron Arts team.

This is a unique training opportunity for young professionals seeking work experience in event management and marketing.

HOW TO APPLY

Applicants should send a CV in the first instance.

Once shortlisted, they should download the full application pack from www.deveron-arts.com

Please send:

- a covering letter describing how you would relate your education, training, work experience and any other experience (e.g. voluntary) to the requirements of the post. (800 words maximum)
- CV

to: Kate Sargent at info@deveron-arts.com.

Please mark clearly 'Intern Application – your name' in Subject Header.

Applications can be made by e-mail only.

Long-listed candidates will be interviewed by skype.

A second round of interviews will take place at Deveron Arts' office in Huntly, Aberdeenshire.

Task Description

Programming

- To assist in programming
- To contribute with ideas, advice and critique
- Active networking locally and further afield

Hands on project assistance with all Deveron Arts projects

- Maintenance and update of project archives and reports
- Maintenance and development of Deveron Arts' social networking
- Booking venues
- Arranging meetings with the community
- Liaising with community groups and members
- Active role in developing the Town Collection

Assistance with Marketing

- Assistance in the development and maintenance of website
- Assistance in Advertising
- Upkeep of data base

Requirements - essential

- administrative skills
- drafting skills
- IT handling skills
- be a good team worker, while having a strong ability to work on own initiative
- ability to work unsocial hours
- a keen interest in developing a career in socially engaged / collaborative curatorial practice.

Requirements - desired

- ability to relate and work well with people from all walks of life, in particular Deveron Arts' main clients: artists of all disciplines and people living in the rural locality
- welcoming and assisting attitude towards artists and any other guests
- affinity and experience with the visual and other art forms
- The current programme looks at the notion of 'hospitality' through slow travel, in particular 'walking'. An interest in walking would be of advantage.

Training

Additional training opportunities can be discussed after appointment.

Reporting

The Intern will report to the Director, Claudia Zeiske.

Remunerations/Conditions

Fee: £50 per week + Accommodation (if relevant)

Working Hours, Benefits and Holiday Arrangements

This is a full-time position.

Due to the nature of the work, the post requires to work flexible hours on occasions, to include unsocial and weekend times when events are happening.

The position is offered for 3 months (6 months can be negotiated).

Start: TBC

A probationary period of one month from issuing the contract applies.

An allowance of 7 days holidays are granted during the 3 month, to include public holidays.