

Graduate Internship Areas and Host Departments: 2019-2020

Getty Graduate Internships are offered by the four programs of the J. Paul Getty Trust (the Museum, Research Institute, Conservation Institute, and the Foundation), as well as by Getty Publications. **Please review the descriptions of graduate internships listed below, then in the online application select two in order of preference.**

The J. Paul Getty Trust is a cultural and philanthropic institution dedicated to the presentation, conservation, and interpretation of the world's artistic legacy. Through the collective and individual work of its constituent programs—the Getty Conservation Institute, the Getty Foundation, the J. Paul Getty Museum, and the Getty Research Institute—the Getty pursues its mission in Los Angeles and throughout the world, serving both the general interested public and a wide range of professional communities in order to promote a vital civil society through an understanding of the visual arts.

Getty Digital

Collection Management Systems

The intern in Collection Management Systems will gain intensive experience with preserving the Getty's unique collections and assets in digital format, which include archives of artists, galleries and art historians and audio/video artworks and documentation as well as websites, institutional born-digital records, and research data. The intern's primary responsibilities will likely include troubleshooting and testing workflows for getting content of all types into a managed system, and researching future options for video reformatting, with other projects assigned according to the intern's particular skills and interests. Specific tasks may include developing preservation plans for file characterization, migration and normalization, assessing technical metadata for digital assets, and participating in the drafting of policies and procedures related to digital preservation.

The J. Paul Getty Museum collects and exhibits Greek and Roman antiquities, European paintings, drawings, sculpture, illuminated manuscripts, decorative arts, and photography from its beginnings to the present, gathered internationally. The Museum develops programs of exhibitions, publications, scholarly research, public education, and the performing arts that engage our diverse local and international audiences. A few internships will be located at the Getty Villa. For more information about the Museum, go to www.getty.edu/museum.

Collections

Registrar

The internship in the Registrar's Office provides a broad overview of the Museum's collections and exhibitions and the chance to interact with the curatorial, conservation, preparations, and exhibition staff. The intern will be introduced to the work of the Registrar's Office in the areas of acquisition policies and procedures, collections management, exhibition planning and installation, fine art shipping, insurance, and rights and reproductions. They will also receive specific training for any current projects as well as on-going tutorials regarding general museum and registration best practices.

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Communications and Public Affairs

Communications and Public Affairs

The Museum's Department of Public Affairs offers a rare opportunity for an intern to gain hands-on experience in museum communications activities. Collaborating with a small, dynamic team, the intern will work on all the Museum's social media platforms helping to create and push content; contribute articles to the Getty's blog; develop electronic newsletters for the Museum; help refine mailing lists for exhibition openings; plan small and large-scale events; and assist with other activities as time permits. The internship will provide a rich learning experience of how the Department of Public Affairs supports the daily operations of the Museum.

Conservation

Antiquities Conservation (Getty Villa)

The department of Antiquities Conservation is responsible for the care of the Museum's collection of ancient material housed at the Getty Villa. It is also responsible for the safe transport and exhibition of loans given to the dynamic special exhibitions program at the Getty Villa. As part of the conservation team, the Antiquities Conservation intern will conserve and study a wide variety of ancient artifacts including those made of metal, stone, ceramics and organic materials. The intern assists in the technical evaluation and analytical study of ancient artifacts in the permanent collection or on special loan. Additionally, the intern is expected to be part of a multi-disciplinary team working on collaborative projects with many of the Museum's partners worldwide. Daily responsibilities include assisting in the environmental monitoring of exhibition spaces; exhibition installation/planning, materials and technology research and planning and implementation of packing and storage, working with mount making team and documentation of both treatments and research projects. The intern is also encouraged to pursue research in an area of particular interest to them.

Decorative Arts and Sculpture Conservation

The Decorative Arts and Sculpture Conservation intern will engage in conservation treatments and technical studies of a diverse range of objects in the Museum's collections. Treatment projects may involve works of European sculpture in stone or bronze, European furniture, or outdoor modern sculpture in bronze or steel. In-depth technical studies of collection objects will allow opportunities for the intern to take full advantage of the Getty's extensive analytical and research resources. Depending on the interests of the intern, a research project leading to publication will be encouraged. The intern will also participate in exhibition installation and de-installation, as well as preventive conservation activities.

Paintings Conservation

The 2019-2020 graduate intern will have several important treatments to complete, covering a variety of conservation problems. Treatments may include paintings from the permanent collection, as well as ongoing projects from other institutions. The intern will also be actively involved in the department's analysis of paintings in the collection. X-radiography, infrared reflectography, and photomicrography techniques will all be included as part of the training. The intern will have an opportunity to work closely with conservation scientists at the Getty Conservation Institute in this regard. In addition, the intern will assist with the daily routine care of the collection, including inspection and

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treatment of ongoing or incoming loans from the collection, and monitoring environmental conditions in the galleries.

Curatorial

Antiquities (Getty Villa, Art of the Ancient Mediterranean World)

The intern in the Antiquities Department participates in a wide range of departmental activities relating to the research and presentation of the collection, centering on Greek, Etruscan and Roman art from the Bronze Age to Late Antiquity. Regular activities include researching objects for collection management records, giving gallery tours, and contributing to publication projects, scholarly programs, and social media platforms. Additionally the intern joins the curatorial staff in supporting an active rotating exhibition schedule by assisting with the preparation of didactic materials and display. The intern works closely with departmental staff and with registrars, conservators, designers, and other professional staff, and will gain experience in diverse aspects of curatorship, collection documentation, exhibition development and installation, museum education and public outreach.

Drawings

During the internship, the intern will be deeply involved in a variety of curatorial projects, including preparing exhibitions both large and small, researching potential/new acquisitions, and creating labels and web content. They will work directly with the curators on the study and display of the Getty's major collection of European drawings, gaining a knowledge of how to handle the sheets safely, and how to understand and catalogue them. They will assist with rotation exhibitions and major loan shows, as well as attend planning and design meetings. The Drawings Department intern will emerge with a full understanding of the range of curatorial duties and a rich variety of museum experience.

Manuscripts

The Manuscripts Department intern will be assigned a variety of responsibilities, both research-oriented and administrative, that highlight the different facets of curatorial work. The intern will undertake tasks that enable him/her to become familiar with the collection and understand the working environment of a curatorial department. The intern will have the chance to work with members of the department on a future exhibition for the department.

Paintings (European, prior to 1900)

The internship provides intensive curatorial training by engaging interns with the Getty's significant and expanding collection of European paintings. Researching works in preparation for the forthcoming Online Catalogue of Paintings, writing labels, developing gallery installations, presenting aspects of the collection in a gallery talk, and conducting exhibition-related research are among the wide range of activities an intern may undertake while working in the department. S/he will further benefit from exposure to the art market and to public and private collections in Los Angeles. In keeping with curatorial practice, much of the work is collaborative in nature and will entail interaction with Paintings Conservation, Education, Design and other departments. Candidates with prior work experience in a museum, keen interest in objects, and a strong desire to pursue a curatorial career are ideally suited to the graduate internship in the Paintings Department. In order to contribute to the preparation of future exhibition projects, reading knowledge of French, and/or German, and/or Italian will be highly desirable.

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Photographs

The intern in the Department of Photographs will assist the curatorial staff on one or more exhibitions scheduled for 2019-2020, including projects related to American and European photography. S/he will conduct research on the permanent collection, catalogue works for display, write label copy, and assist with logistics related to the organization of exhibitions and publications. In addition, the intern will work on acquisition proposals and collections management, and will staff the department's study room one day a week. S/he may also participate in social media requests that relate to the department. Candidates must possess attention to detail, good organizational skills, an ability to multitask, and excellent oral and written communication skills. Art handling and TMS training will be provided, but previous experience is preferred.

Sculpture and Decorative Arts

The internship offers a full introduction to the work of the curatorial department devoted to European sculpture and decorative arts dating between around 1200 and 1900 (with a small group of modern outdoor sculpture ranging from 1910-1980). The intern will be provided with opportunities to study the collection, its management and development. He or she will assist curators with the re-installation of objects in the permanent collection galleries and the drafting of didactic materials for labels and content on social media platforms. The work will include scholarly, bibliographical and provenance research on the permanent collection in preparation for online catalogues of French silver and ceramics.

Design

Design

The intern will join a multidisciplinary team of creative professionals to deliver design solutions for a range of possible projects related to the Getty visitor experience. Tailored to the individual's skills and career aspirations the intern could work on a range of projects including: exhibition design, permanent collection gallery design, collection interpretation, digital design, or branding. At the crossroads of creative activity within the institution, work will involve collaborations with many internal clients and departments. The Museum's Design Studio is a fast-paced, deadline-driven, creative environment that develops high quality design solutions.

Education

Education (School Programs)

This internship will focus on School Communities Partnerships with the Inner City Education Foundation (ICEF) as well as local and national teacher groups who support Getty Education initiatives. Working closely with a small team from the Education Department, the intern will help develop and iterate a set of curricular materials for online use, as well as assist in facilitating in-person Teacher Exchange professional development sessions. These materials will focus on arts integration, photography, social justice, and photojournalism, among other topics. The intern will attend both onsite and offsite meetings that highlight best practices in teacher and student learning. They will be able to fully immerse themselves in the Getty's collection as they imagine ways in which the artworks can connect to diverse audiences across greater Los Angeles and beyond. The intern will gain experience in collaboration as well as gallery teaching, and will also be immersed in K-12 educational practices through close work with ICEF

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teachers, students, administrators and families. Experience working with K-12 educators and conceiving curricular materials is a plus.

Exhibitions

Exhibitions

This internship offers a complete, firsthand overview of the Museum exhibition development process and the work of the Museum Exhibitions Department, including general project management, contract development, exhibition budget assembly and oversight, the logistics of exhibition installation and de-installation, and other special projects as assigned. The intern will work closely with representatives of many Getty departments and will have the opportunity to oversee the development of at least one exhibition from beginning to end.

Interpretive Media

Interpretive Media

The Museum's Interpretive Content Department produces digital content for museum audiences. This internship will provide a unique opportunity for an intern to gain hands-on experience in the full-scope of digital content creation, promotion, and evaluation, and learn how such spheres are interrelated. Working collaboratively with staff in the department, the intern will help produce digital media for a range of platforms such as audio, video, interactives, mobile apps, and websites. They will use social media and other means to promote the museum's digital content projects. They will also assist in conducting user evaluations to assess those projects' effectiveness, which will ultimately inform benchmarks for best practices and new strategies for audience engagement. This internship will provide a rich and varied learning experience in how museums strategize, develop, and analyze digital media content. Although initiatives will be tailored to complement the intern's specific skill set and interests, they should have strong interest in content development and multi-platform media production. They should have demonstrated research and writing skills, strong interpersonal skills, and attention to detail. Proficiency with social media and/or exposure to digital content evaluation methodologies are a plus.

Public Programs

Public Programs

Museum Public Programs plans, develops, produces and presents over 240 programs annually with a full-time staff of nine for the Getty Center and Getty Villa. In addition to core offerings such as lectures, concerts, family programs, theater and artist-based projects, we offer programs for specialized audiences such as college and teen nights, and a number of unique partnership programs. This internship will play a key role as we launch a program-wide audience survey and data analysis that will allow us to better assess how we're meeting museum goals of program effectiveness, as well as audience engagement via the lens of diversity and inclusivity. This will also be the year for the next Getty Artist Program (GAP), the J. Paul Getty Museum's ongoing invitation to contemporary artists to respond to and engage with the Getty's collection, site, and public through the development of compelling and transformative programs, and the graduate intern plays a crucial role in this program's overall administration.

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The Getty Research Institute (GRI) is dedicated to furthering knowledge and advancing understanding of the visual arts and their various histories through its expertise, active collecting program, public programs, institutional collaborations, exhibitions, publications, digital services, and residential scholars programs. Its Research Library and Special Collections of rare materials and digital resources serve an international community of scholars and the interested public. The Institute's activities and scholarly resources guide and sustain each other and together provide a unique environment for research, critical inquiry, and scholarly exchange. For more information about the GRI, go to www.getty.edu/research

Collecting and Provenance

Project for the Study of Collecting and Provenance

The intern will research, create, and edit records for inclusion in the Getty Provenance Index® and may assist in planning workshops and conferences related to current database projects. This year's intern will also be involved in the complete overhaul of the Provenance Index and the PSCP Web pages. The intern may contribute to the research project in early twentieth-century German sales. Over the course of the year, the intern will receive an introduction to European art markets 16th through 20th centuries, to methods of provenance research, and digital humanities issues.

Collections Management

Getty Vocabulary Program

The intern's responsibilities will include researching terminology, biographical data, geographic data, information on works of art and architecture, and other source materials for inclusion in the Art & Architecture Thesaurus® (AAT), the Union List of Artist Names® (ULAN), the Getty Thesaurus of Geographic Names® (TGN), the evolving resource, the Cultural Objects Name Authority® (CONA), and the Getty Iconography Authority (IA). Duties include evaluating, constructing, revising, and expanding new and existing terminology and work records for art and architecture. The intern will receive insight and training in creating authority records, and cataloging and indexing works of art and architecture. In addition, the intern will receive insight into how vocabularies and associated data are used in retrieval and linked broadly in the outside world, including as Linked Open Data (LOD).

Special Collections Cataloging

The intern in Special Collections Cataloging will gain hands-on experience with the GRI's unique research collections, which include archives of artists, architects, dealers and art historians; sketches and drawings; prints from the 16th to the 21st century; rare photographs; and video and audio recordings. Among wide-ranging collection strengths are art collectors and collecting, 20th-century architecture, video and performance art, and Latin American art. The intern's primary responsibilities will be to process and catalog special collections, with other projects assigned according to the intern's skills and interests. Specific tasks may include re-housing and arranging materials, writing finding aids, creating catalog records, writing blog posts, contributing to team-based processing projects, and collaborating on digitization projects.

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Conservation and Preservation

Conservation and Preservation

The intern in Conservation and Preservation at the Getty Research Institute will be an integral member of the department responsible for the care of the GRI's rare and unique research collections. Dating from the 15th century to the present, the collections include rare books, prints, rare photographs, extensive archives, architectural drawings and models, contemporary art multiples, video and audio recordings. The intern will engage in conservation treatments and preventive conservation activities, and will also participate in exhibition installation and de-installation. Depending on the intern's interests, treatment projects may involve a wide range of materials with a focus on books and paper. Preventive conservation activities may include construction of unique housing solutions, microfade testing, and environmental monitoring. The intern will be encouraged to conduct research related to GRI collections, culminating in a paper, poster or presentation.

Curatorial

Curatorial

The intern in the GRI Curatorial department will participate in a new initiative focused on African-American art history. The intern will provide advanced research assistance that will include focused research on potential acquisitions and broad research on selected topics and themes. The intern will help team members gather materials in preparation for oral history interviews with important historical figures, and may also help in coordinating meetings with scholars, artists, and curators who may contribute to the research initiative. The intern will assist in the coordination of public programs, and will contribute to the development of exhibition and publication proposals. The ideal candidate will be a specialist in African-American art history.

Director's Office

Director's Office (Digital Florentine Codex)

This internship in the Director's Office of the Getty Research Institute provides training in scholarly research, project management, academic programming, and digital art history. It offers the opportunity to participate in a ground-breaking digital project, titled Digital Florentine Codex. Written and painted between 1575 and 1577 in Mexico City, the encyclopedic Florentine Codex is a magnificently illuminated manuscript created collaboratively by the Franciscan friar Bernardino de Sahagún and his team of indigenous grammarians, scribes, and painters. Written in both Nahuatl and Spanish and richly illustrated, it is the single most reliable source of information about Aztec life before and after the Spanish Conquest. Shortly after its completion, the manuscript was sent to Europe where it was acquired by the Medici family by 1587. Today, it is housed in the Biblioteca Medicea Laurenziana in Florence, Italy. This Digital Florentine Codex — a collaboration between the Getty Research Institute, LACMA, UCLA, and the Biblioteca Medicea Laurentiana—has two principal outcomes: 1. an interactive website that unites the digitized codex with transcriptions of its texts and English and Spanish translations and 2. a born-digital ePublication on Book 12 of the Florentine Codex, which details the events of the Spanish Conquest of Mexico and provides a rare indigenous perspective. The intern would have the unique chance to work on a major, multi-dimensional research project that will result in these two digital publications, thereby gaining broad editorial and research experience, which would significantly contribute to her/his art-

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historical professionalization. Due to the nature of the projects, fluency in Spanish and a background in Pre-Columbian and/or Early Colonial Latin American art history or history are desired; knowledge of Nahuatl would be a plus.

Publications

Publications

The intern in the GRI Publications department will focus on editing and preparing academic scholarship for publication. The intern will work with all GRI editors, as well as designers, production coordinators, and other publishing professionals, to learn how books are produced—from acquiring and editing a manuscript to obtaining art and permissions, from proofing typeset pages to promoting the final product. The intern will support the editors on a variety of projects, performing tasks such as creating style sheets, editing short texts and endnotes, checking facts, marking corrections on proofs, and acquiring art and permissions for publication. Beyond on-the-job training, the intern will receive mentoring and guidance from the managing editor as well as timely feedback to help them learn what they are doing well and how they may improve. The intern will learn the skills necessary to be a competitive applicant for entry-level jobs in scholarly or museum publishing; for this reason, applicants who aspire to work in these fields are preferred. The ideal intern has a broad interest in the visual arts, a passion for communicating complex ideas, excellent organizational, time management, and communication skills, and an eye for detail. Familiarity with the *Chicago Manual of Style* and conventions of academic writing are helpful. The projects currently scheduled for 2019–2020 include *The Metropolis in Latin America, from Independence to the Threshold of Modernism*; the born-digital project *The Score: Avant-Garde Composition in the Visual and Performing Arts after Cage*; a translation of Anton Wagner's *Los Angeles: The Development of the Southern Californian Metropolis*; a book on the art of dioramas; a history of the art market; the digital publication *Data-Based to Data-Driven: New Avenues for Research in the History of Collecting and Art Markets*; a translation of Julius von Schlosser's *Die Kunst- und Wunderkammern der Spätrenaissance*; a book on eighteenth-century picture hangs; a book on the influence of cinema on John Lautner's architecture; the selected essays of Henry van de Velde; and the Getty Research Journal.

Web and New Media

Web and New Media

The intern will work closely with the GRI's Web and New Media department to learn and participate in the process of digital content development, from initial ideation to project launch, which includes conceptual planning and content strategy; project management; UX design and testing; writing and editing web and social media content; and building web pages within a content management system. The ideal intern is currently pursuing or has recently completed a graduate-level degree in journalism, art history, or communications and is passionate about creatively communicating complex ideas to multiple audience. He/she should also be an excellent writer and an independent self-starter who will be able to hit the ground running to work on individual projects and collaborative cross-departmental initiatives.

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The Getty Conservation Institute (GCI) works to advance conservation practice in the visual arts, broadly interpreted to include objects, collections, architecture, and sites. It serves the conservation community through scientific research, education and training, model field projects, and the broad dissemination of the results of both its own work and the work of others in the field. In all its endeavors, the Getty Conservation Institute focuses on the creation and dissemination of knowledge that will benefit the professionals and organizations responsible for the conservation of the world's cultural heritage. For more information, go to www.getty.edu/conservation.

Buildings and Sites

Buildings and Sites interns will join one or more of the Department's interdisciplinary project teams and undertake work which may include research, field campaigns potentially involving hands-on conservation work, the development of training programs and workshops and publications, relating to projects such as conserving modern architecture, archeological site management, and decorative surfaces. In 2019-2020, an additional dedicated internship is being offered to work on the Earthen Architecture Initiative. A full list of the Department's projects can be found at: http://www.getty.edu/conservation/about/field_projects/index.html.

Collections

Interns in the GCI's Collections Department will participate as members of interdisciplinary teams in projects that may include research, assisting in the organization and implementation of field activities, courses or workshops, and in the documentation of project work. In 2019-2020, an additional dedicated internship is being offered to work on the Managing Collection Environments Initiative. A full list of the Department's projects can be found at: <http://www.getty.edu/conservation/about/education/index.html>

Publications

The Publications intern will work closely with the GCI publications manager in the preparation of conservation-related manuscripts for both print and online/digital publication. The intern will also interact with GCI project teams, librarians, editors, web team, and other publishing professionals and gain valuable experience in all aspects of scholarly book publishing. In 2019-2020, the intern may work on publications with topics ranging from modern architecture and archaeological sites to abstract art and medieval painted sculpture. A full list of GCI publications can be found at: <http://www.getty.edu/conservation/search/publications>

Science

Interns in the GCI's Science Department will join research teams working on some of our current scientific projects and major research initiatives. They will gain valuable experience in using a range of analytical instrumentation and perform tests to investigate the properties of materials used in cultural heritage, to evaluate conservation treatments, to assess preventive conservation strategies, or to conduct technical examinations on works of art. In 2019-2020, a dedicated internship is also being offered to work on the Modern and Contemporary Art Research Initiative. A full list of the Department's projects can be found at: <http://www.getty.edu/conservation/about/science/index.html>

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The Getty Foundation fulfills the philanthropic mission of the Getty Trust by supporting individuals and institutions committed to advancing the greater understanding and preservation of the visual arts in Los Angeles and throughout the world. Through strategic grant initiatives, it strengthens art history as a global discipline, promotes the interdisciplinary practice of conservation, increases access to museum and archival collections, and develops current and future leaders in the visual arts. It carries out its work in collaboration with the other Getty Programs to ensure that they individually and collectively achieve maximum effect. For a current list of the Foundation's funding priorities, see <http://www.getty.edu/foundation>

Philanthropy

The Getty Foundation graduate intern will contribute to the Foundation's grant making in the fields of art history, conservation, and museum practice at the regional, national, and international level. The intern will learn the methods of strategic philanthropy, which entail identifying significant issues in fields the Getty serves and designing strategies to address these issues through grant making. The intern will participate in a wide range of activities, including grant assessment and evaluation, research for new areas of grantmaking, and topical convenings. Currently, the Foundation's strategic initiatives include Connecting Art Histories, Conserving Canvas, Digital Art History, Keeping it Modern, Pacific Standard Time, and The Paper Project. Descriptions of current funding priorities can be found here: www.getty.edu/foundation/initiatives/current/index.html. Qualifications include knowledge of art history and/or conservation, an understanding of museum practice, and strong written and oral communication skills.

Getty Publications produces award-winning books that result from or complement the work of the J. Paul Getty Museum, the Getty Conservation Institute, and the Getty Research Institute. This wide variety of books covers the fields of art, photography, archaeology, architecture, conservation, and the humanities for both the general public and specialists. Publications include illustrated works on artists and art history, exhibition catalogues, works on cultural history, research on the conservation of materials and archaeological sites, scholarly monographs, critical editions of translated works, comprehensive studies of the Getty's collections, and educational books on art to interest children of all ages. For more information, go to <http://www.getty.edu/publications/>.

Digital and Print Publications

As the publisher serving all Getty programs, Getty Publications produces 30 to 35 print titles a year and an increasing number of web-based open access publications. This internship will provide in-depth experience in the creation, distribution, and marketing of digital publications as well as a grounding in the traditional editorial functions involved in art publishing. The intern will work closely with the Digital Publications Manager and the Editor in Chief and will collaborate with staff from the J. Paul Getty Museum, Getty Conservation Institute, and Getty Research Institute. Typical projects range from exhibition and collection catalogues to scholarly books on art conservation and history; duties include the coordination of assets and metadata, copyediting and manuscript preparation, project coordination, image rights clearances, and user testing. The position also provides exposure to some of the leading trends in the museum and publishing technology fields, including user-centered design, the digital humanities, and open source software development. Candidates should be organized, detail-oriented, and have strong written and verbal communication skills.