About Brewery Arts Center
The vision of the Brewery Arts Center is to embrace and grow artists and the artistic community in Carson City, recognizing our responsibility to be a catalyst for economic and educational growth and community collaborations by developing a creative, active and engaged community. We are a non-profit organization that enriches the quality of life by cultivating arts and culture for all. We believe that:

- The arts inspire the human spirit
- Arts and cultural experiences expand horizons, bring people together in ways that create opportunities for meaningful conversation, challenge assumptions, and ultimately, enrich our daily lives
- An artistically creative, active and culturally engaged community is essential for the economic growth of any community
- As an art center, we should be the hub of activity and collaboration, creating a gathering space for knowledge and growth as well as the arts
- Everyone has artistic ability and provide an open and friendly atmosphere from children to professionals to explore that ability

The Brewery Arts Center maintains its two block facility, 200 events and classes each year and outreach programs with minimal staffing, utilizing its strong volunteer base as human capital and no source of City or State funding other than grants sought through the Nevada Arts Council and for Special Events.

About the Internship
The Art Education Programming Intern will gather Requests for Proposal's from prospective art instructors, select classes, coordinate schedules with facility and instructors, market and correspond with both instructors and students for the February through May class session. The intern will work with a wide variety of personalities throughout the experience. Furthermore, the intern will gain experience with the laws and rules that all non-profits are governed by, and will learn the importance of mission clarity within an organization.

***Please Note: This position is in Carson City***

Qualifications
- Proficiency in Microsoft Word and Excel
- Event program design in either Publisher or Photoshop
- Excellent ability to multitask and coordinate
- Excellent communicator who is able to work with many different kinds of artists and students

Internship Duties
- Coordinating and scheduling classes
- Coordinating with instructors to facilitate classes
- Marketing educational classes and programs
- Communicating with many different artists and students

$12/hour for 120 hours
Spring Semester 2017

Apply by November 1st, 2016 at www.unr.edu/career