

## ARTS MANAGEMENT INTERNSHIP APPLICATION

Please type or print clearly.

**FULL NAME:** \_\_\_\_\_  
Last First Middle

**CURRENT ADDRESS:**

\_\_\_\_\_  
 Street  
 \_\_\_\_\_  
 Apt./P.O. Box  
 \_\_\_\_\_  
 City State/Province Zip/Postal Code

**PERMANENT ADDRESS:**

\_\_\_\_\_  
 Street  
 \_\_\_\_\_  
 Apt./P.O. Box  
 \_\_\_\_\_  
 City State/Province Zip/Postal Code

**PHONE NUMBER:** \_\_\_\_\_

**CELL NUMBER:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**UNIVERSITY NAME:** \_\_\_\_\_

\_\_\_\_\_  
 Major  
 \_\_\_\_\_  
 Year in School GPA  
 \_\_\_\_\_  
 Faculty Advisor  
 \_\_\_\_\_  
 Advisor Email

\_\_\_\_\_  
 City State  
 \_\_\_\_\_  
 Minor  
 \_\_\_\_\_  
 Expected Graduation Date  
 \_\_\_\_\_  
 Advisor Phone

**IF ACCEPTED, PLEASE LIST YOUR AVAILABILITY:**

\_\_\_\_\_  
 Start Date

\_\_\_\_\_  
 End Date

Will you be able to stay through Labor Day?  YES  NO Through mid-October?  YES  NO

Do you have a valid driver's license?  YES  NO

Do you have a car available to you during your internship?  YES  NO

Will you require housing?  YES  NO

**ADDITIONAL REQUIREMENTS:**

- Résumé
- Cover letter containing a personal statement about what your expectations are and why you are applying for an internship at Francis Hardy Center for the Arts, Inc. ("The Hardy Gallery").
- Two letters of recommendation from individuals who can write about your character, background and skills in the visual arts and/or arts management and your ability to learn. Please send separately in a sealed envelope with original signatures.
- Writing sample (no more than 3 pages, please).

*PLEASE FEEL FREE TO PROVIDE US WITH ANY ADDITIONAL INFORMATION WHICH YOU FEEL WILL HELP US IN EVALUATING YOUR APPLICATION.*

To submit your application digitally or for question regarding the application please email Adam Fulwiler, Executive Director, at [afulwiler@thehardy.org](mailto:afulwiler@thehardy.org) or call 920.854.2210.  
*All applications must be received digitally or postmarked by Friday, March 24, 2025.*

**MAIL APPLICATION PACKET TO:**  
 Arts Management Internship Program  
 The Hardy Gallery  
 P.O. Box 394  
 Ephraim, WI 54211