



SPIRAL Q

ART & ACTION, JOY & JUSTICE, LIBERATION BEYOND LIMITATION

The Hurford Center for the Arts and Humanities' Philly Partner internship offers students the opportunity to learn directly from an extraordinary array of arts and cultural institutions. Depending on the organization's need, the student will be conducting a wide array of tasks from research, writing, social media, curating and beyond.

These internships typically last ten weeks during the summer (June through August). Students receive a \$4000 stipend that covers food, housing, commuting, and living expenses, as well as the summer earnings expectation. Students apply to this program through the Center, and host organizations invite students for interviews and make final offers directly to interns. Decisions can be expected mid-to-late March.

About Spiral Q:

Spiral Q is a West Philly based non-profit who uses the power of art to connect people, actions, neighborhoods, organizations and movements to each other to unleash their collective creative force for change. We use accessible art forms to build strong and equitable communities characterized by creativity, joy, can-do attitudes, and the courage to act on their convictions. We imagine a city whose streets reflect the full spectrum of its residents' creativity. We see a responsive and engaged society that rallies consistently to overcome the challenges of discrimination and oppression.

Project Description:

Active at the intersection of arts and social justice, Spiral Q's apprenticeship program provides a unique experience to persons who align with our mission, vision and values. Our program provides training, supervision and exposure to all facets of a non-profit organization. We offer flexibility and intention in the projects assigned to our interns; as they are tailored specifically to each intern based on their skills and interests. Our intern's talents and aspirations are recognized and cultivated, allowing each individual to grow in capacity and take on responsibility.

Possible Projects and areas of focus are:

Archiving Spiral Q History:

Archiving photos, videos, and documents from Spiral Q's backlog

Archiving Spiral Q's Puppet Collection:

Organizing current puppet collection archive, and expanding upon it

Arts Education and Community engagement:

Assist in creating curriculum and workshops for community events and classrooms throughout Philadelphia

Art-making & Studio Maintenance

Learn how to resource recycled and found materials, help maintain a professional art studio, and learn how to make puppets, masks and public art to be used for activism.



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Communications & Administrative Work:

Be a part of the day to day operations of a mid-size non-profit organization, assist with social media marketing, and get to know Philadelphia with community outreach

What you will get out of the internship:

- Learn the ins and outs of running a creative nonprofit organization on a day to day basis
- Experience with community engagement as you support Spiral Q artists at schools, social service agencies and other sites programming, as needed - interacting with youth, activists, and neighbors to create art out of accessible materials.
- Expanding your creative practice through art making or performance as you work with staff, guest artists, and community members on planning and creating creative projects
- Developing space management practices by assisting in the maintenance of our studio space and preparing materials for events

Eligibility & Qualifications:

- Commitment to Spiral Q's mission, vision and values (please see website: spiralq.org)
- Advocate of social, racial, and economic justice.
- Desire to work with, and sensitive to, diverse communities
- Self-motivated, self-directed, discreet with a willingness to learn, willingness to teach, and a sense of humor.
- Available for occasional weekend and evening events.
- Comfort with public speaking, presentation and performance
- Excellent communication, organization, problem-solving, and collaborative skills
- Computer literacy, data entry, and office skills, including proficiency with Microsoft Word and Excel
- Ability to work independently and think creatively
- Ability to handle multiple tasks and details in fast paced environment
- Must be able to work in non-air-conditioned spaces
- Must be able to walk over steps, our space is unfortunately not ADA accessible
- Per Pennsylvania state law, all employees must provide criminal background and child abuse clearance checks upon hire.
- Philly Partner internships are open to all rising sophomores, juniors, seniors as well as graduating seniors.

Partnership Application & Selection Process:

- All application materials are due **February 23, 2024**.
- Address your Cover Letter to Angela Heaps, Studio and Apprenticeship Manager, and include times you are available for an interview in your cover letter during the first week of March

For More Information and Advice:

- Visit <https://www.spiralq.org/> for more information.