

About Us

ART ON THE MOVE is Western Australia's only organisation dedicated to touring contemporary visual art exhibitions across the regions, interstate and beyond. We challenge and encourage the interaction of contemporary artists, audiences, educators and communities within a dynamic, creative touring, professional development and learning program. Producing creative pathways for visitors and residents to explore their sense of place through art.

Marketing & Communications Intern | Expression of Interest

ART ON THE MOVE is looking for a creative and motivated individual to join the team as Marketing & Communications Intern. ART ON THE MOVE works with curators, exhibition venues and artists to develop and tour stimulating art exhibitions with engaging education and training program that encourages people immerse themselves in a visual experience. This is a great opportunity for anyone wanting to learn more about marketing and the arts and you will gain excellent experience and access to many contacts within the visual arts sector. You will work with the Marketing & Communications Officer and the ART ON THE MOVE team as well as liaising with external stakeholders. This is a volunteer internship (unpaid position), a fixed travel cost of \$50 per week is provided.

Role and responsibilities

- Evaluation – Analysing and developing new reports for exhibition acquittals and statistics;
- Copy writing and designing e-newsletters, event listings, assisting with promotional mail-outs;
- Collating and expansion of database contacts (including regional, members and media contacts) to streamline system and develop stakeholder relationships;
- Creation and streamlining of database systems, updating and management;
- Generating and updating website content;
- Updating arts media accounts and providing promotional information;
- Filing and administrative tasks as required.

Skills and knowledge required

- Completion of or currently studying an arts degree (or similar) at a tertiary level.
- IT competency - Excel, Word, Outlook, InDesign, Photoshop, Wordpress, MailChimp (preferred).

Hours required

- 1 day per week (7.5 hours).

Learning outcomes and skills gained

- Skills in engagement and stakeholder relationship management;
- Valuable skills in marketing and promotion
- Understanding evaluation methodologies, analysing data and reporting;
- Database management;
- Working to brand style guides;
- Website management and development;
- Experience in project management processes;
- Networking within the WA metro and regional arts community;
- Experience working in a not-for-profit environment;
- Develop design software skills (Indesign, Photoshop);
- Insight into the opportunities and operations of a touring arts organisation.

How to apply:

To submit your Expression of Interest send the following to marketing@artonthemove.art by COB Monday April 19, 2021:

1. Cover Letter – One page maximum telling us why you'd like to intern at ART ON THE MOVE
2. CV

Questions?

Contact Marketing & Communications Officer Grace Traeger marketing@artonthemove.art or (08) 9249 3479 for any questions about the role or your application.