



THE DENVER FOUNDATION

VSA Colorado/Access Gallery

Address:

909 Santa Fe Drive
Denver Colorado 80204

Access/Accommodations Available:

Offices are accessible for persons with disabilities and accommodations will be made for candidates with special needs.

Will intern be expected to use their car for this position?

An intern would not need their own transportation to perform daily duties.

Mission:

Access Gallery is an inclusive nonprofit organization that engages the community by opening doors to creative, educational and economic opportunities for people with disabilities to access, experience and benefit from the arts.

General Description of Work:

Each summer Access Gallery runs an eight-week creative careers focus Summer Program for up to twelve youth between the ages of 15-21 years old who have disabilities. We partner with Easter Seals of Colorado and the School to Work Alliance Program (SWAP) to provide self-advocacy and general job skill development. We provide exposure to a wide range of creative career options, collaborative and individual art making, and resume and portfolio development. This intern position from The Denver Foundation would be an assistant coordinator to the staff who run this program.

Specific Responsibilities:

This intern position will help staff to coordinate and implement this program. Responsibilities will include helping to implement curriculum, secure and schedule community partners such as speakers, extended learning opportunities, commissions and help to secure the overall success of the program implementation. There will be some event planning, goal setting with clients and implementation for each student, evaluation oversight etc. This internship is well fitted for someone interested in nonprofit management, special education, art, sales, business or program development.

Student Qualities/Experiences Desired:

This internship is well fitted for someone interested in nonprofit management, social enterprise development, special education, and art related careers. We are seeking someone who is reliable, flexible, takes initiative and has good communication and problem-solving skills. Also someone who has the ability to work well with a wide variety of people with diverse backgrounds and abilities.



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Typical Work Schedule:

The Summer program runs every Tuesdays, Wednesdays and Thursday between 9:00am - 5:00pm for eight weeks. Each day would be various assigned work projects. Time would also be used for planning

Work Outside of Typical Schedule:

Evenings on First and Third Fridays for gallery events would be helpful.

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