

## Ryman Arts internship at BRC Imagination Arts

Summer 2018

### Description:

BRC Imagination Arts is a design and production company located in Burbank that works internationally to create experiences and attractions that engage, inspire and entertain. They work in all disciplines and media to meet their clients' needs, creating an exciting and varied work atmosphere. You can see examples of their many diverse projects from cultural attractions to brand visitor centers to media at [www.brcweb.com](http://www.brcweb.com).

The Ryman Arts internship at BRC is a full time, paid summer internship for Ryman Arts students and alumni who are currently high school seniors, graduating this spring. The intern will spend 10 weeks at BRC assisting in a variety of ways. Interns will offer administrative support (such as photocopying, emailing and organizational tasks), research help (such as looking things up online and in the in-house library), and basic assistance in any way needed. Tasks will be basic but varied, and will give interns a chance to experience the wide range of projects and expertise that BRC offers. The intern will have a chance to work with BRC staff members in a variety of disciplines.

If the intern is fluent in a foreign language, he or she may have the chance to use their language skills in research as well as written and verbal communications.

The internship pays \$15/hour.

### Eligibility:

All applicants must meet the following eligibility requirements in order to be considered:

- Current high school senior, graduating this spring
- Eligible to work in the United States
- Available full time for ten consecutive weeks in June – August, 2018 (exact days to be determined)
- Has reliable transportation to the Burbank office of BRC Imagination Arts
- Has basic computer skills
- Fluency in a foreign language not required, but is preferred. Please note your language skills on your resume, specifying if your skills include reading and writing as well as conversational ability.

Application Process: Submit the following materials to Rebecca Tuynman at Ryman Arts by email ([rtuynman@ryman.org](mailto:rtuynman@ryman.org)), mail or in person. The deadline is Sunday, April 29, 2018:

- First: Make sure you look at the BRC website and learn about the company before applying
- One page essay describing what you would like to get out of this summer internship. If you have a particular project that you would like to do during the internship, describe that as well, though that is not required.
- Resume that includes your education, work or volunteer experience, and skills as well as your contact information. Include on your resume links to any creative work or portfolio online, if you have them.