

MODERN ART OXFORD

Work Experience Policy

The programme

Modern Art Oxford is committed to supporting young people and those in further and higher education through a range of activities, one of which is our work experience programme.

We offer up to twelve work experience placements per year, and successful applicants will spend a week in the Gallery working with each of the different departments: Exhibitions, Education, Marketing, Development, Administration and Front of House, to gain a general insight into the day-to-day running of the Gallery.

Internships / volunteering

Modern Art Oxford does not currently offer longer-term placements, internships or volunteering scheme. We do, however, occasionally offer volunteer work on specific projects as they arise. Further enquiries should be made to the Office Manager, Sheridan Edward, on the details below.

How to apply

To make an application, please send your CV and a covering letter explaining your interest in Modern Art Oxford, reasons for seeking a work experience place, and dates you would be available.

We accept applications from secondary, further and higher education students. We currently run a partnership programme with local schools, to whom priority is given.

Modern Art Oxford is committed to promoting diversity and actively encourages applicants from backgrounds underrepresented in the visual arts.

Applications should be made for the attention of the Office Manager, Sheridan Edward, and emailed to sheridan.edward@modernartoxford.org.uk or by post to:

Modern Art Oxford
30 Pembroke Street
Oxford
OX1 1BP

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Terms and Conditions

- Please note that Modern Art Oxford receives a high volume of applications and is unable to fulfil all requests.
- Due to the high volume of requests, it is advised that applications be made at least three months in advanced of a proposed start date.
- All placements are unpaid and applicants are expected to meet the cost of their travel and living expenses.
- Core working hours will be 10am to 5pm, Monday to Friday, with a one-hour lunch break.
- All placements under the age of 18 will be supervised at all times. In addition, a risk assessment and outline of the student's duties will be sent to the parent or guardian in advance of the placement.