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VACANCY: INTERN ASSISTANT EXHIBITION PRODUCTION

Are you enthusiastic about visual arts and curious about the organisation of a lively kunsthall? Do you want to help local and international artists with developing their projects in Kunsthall Extra City? Do you like taking action and would you like to learn all the steps in setting up an exhibition? Then this is the perfect internship for you!

You will learn all the different skills and competences that are essential for the production of exhibitions. You will work closely with artists, curators and teams of technicians. The experience will come in useful if you would like to become a producer, organiser of events or coordinator in the cultural sector.

Who are we?

Kunsthal Extra City exhibits contemporary visual art in a welcoming and unique setting. As a middle-sized, Antwerp-based art organisation, we are firmly rooted in the artistic ecosystem and offer an inspiring hub where artists, art lovers and city residents can come together.

With an open gaze, intentional decision-making and attention for the artist, Kunsthal Extra City develops relevant and challenging exhibitions that complement the activities of other arts organisations. We and our visitors seek to be surprised by contemporary artistic projects that position themselves explicitly within a societal, social or political context.

We care about the field of visual arts and about our visitors and seek to offer them a warm welcome. They are, after all, crucial actors in the sectoral and societal impact we seek to make. In this way we hope to create a safe environment, rich with diversity, imagination, new experiences and unique ideas.

What will you do?

- You will assist the production of exhibitions and the coordination of technicians.
- You will execute research for materials and equipment that we need for the production of our exhibitions.
- You will assist artists during their visit to Extra City and during the installation of their works
- You will coordinate the production of smaller events (like artist talks, screenings, performances, etc.) from beginning to end.
- You document exhibitions and help with the budget planning for different artistic projects.

What do you add to the team?

- You believe in the mission and vision of the kunsthal and want to contribute to the realisation of these goals in a small and enthusiastic team.
- You have an above average interest in contemporary art and have extensive knowledge about it through your education or other experience.

- You have a research mentality and like taking initiative and ownership over your tasks.
- You are hands-on and precise: you keep priorities in mind, don't miss important deadlines and have an eye for detail.
- You can work independently as well as in a team, you're also flexible (occasionally night- or weekend work) and a multitasker.
- You are willing to perform 280 hours of (unpaid) internship and work at least 3 days a week.
- Being in possession of a driver licence is a plus, but not a necessity.
- There isn't a minimum required education level, but there must be an internship included in the curriculum of your current studies . An Erasmus internship is also open for discussion.
- You are friendly, sociable and collegial

When can your internship take place?

Because of the programming in Kunsthal Extra City there are periods that are ideal for an internship. In these periods we can guarantee a fascinating internship that includes more theoretical preliminary work as research assignments, and also work to sharpen your hands-on and practical skills.

End of year 2023: september-december period *(at least including the month october)*

Beginning of year 2024: february-june period *(at least including the months april and may)*

How to apply?

Send your motivation letter and CV to Zuzanna Rachowska through info@extracity.org, at the latest on tuesday the 15th of august 2023. In that same week we will confirm if we invite you for a physical conversation in Kunsthal Extra City on monday the 21st of august 2023.

For more information about the vacancy you can always mail zuzanna.rachowska@extracity.org.

At Kunsthal Extra City we select our candidates based on their qualities and skills for the function, regardless of gender, age, ethnicity, disability or other identity characteristics.