



**Servant Leadership Summer Internship Placement Site
Curatorial Intern
Summer 2026**

Organization Name: The Bakery Atlanta

Address: 638 North Highland Avenue NE, Atlanta, GA 30306

Phone: 404-545-6131

Web site: www.thebakeryatlanta.com

Internship Supervisor: Amanda Norris

Supervisor's contact information including e-mail:

Amanda Norris, Assistant Director

amanda@thebakeryatlanta.com

Organization's Mission Statement:

Our mission is to broaden awareness of, and build community around, progressive ideas in the arts. We envision an Atlanta that supports the emerging, DIY, and underground arts as they grow locally and regionally in the Southeast.

Summary of organization's primary programs and services:

The Bakery Atlanta supports the emerging, DIY arts community through community projects and engagement events, hosting workshops, classes, art exhibitions, and offering a host of digital resources for artists including our artists opportunities page and artist directory. In addition to these offerings, we also coordinate, curate, and install artwork in public and private spaces.

Intern's title: Curatorial Intern

Number of interns requested: 1

Internship project/job description (Please detail degree to which

position is in-person, virtual, or hybrid.): In-person on site at The Supermarket, an arts and creative event space in Poncey-Highland. Flexibility to do some work remotely.

CURATORIAL INTERN

The Curatorial Intern will support the planning, organization, and execution of exhibitions and arts programming at The Bakery. This role is ideal for a college student interested in gaining hands-on experience in exhibition design, curation, and arts administration. Working closely with the Exhibitions Manager and other staff. The intern will play a key role in showcasing local artists and engaging the community through thoughtfully curated projects.

Exhibition Support:

- Assist in planning and organizing art exhibitions and other curatorial projects.
- Help coordinate the layout, design, and installation of artwork.
- Document and catalog artwork for exhibitions and archives.

Research and Writing:

- Conduct research on artists, themes, and exhibition concepts.
- Write exhibition descriptions, art labels, and promotional content.
- Assist in creating curatorial materials such as brochures or guides.
- Write blog post for The Bakery's arts and culture blog

Administrative Support:

- Maintain and organize exhibition-related files and records.
- Help with timelines and checklists for exhibit planning.

Event Support:

- Provide on-site assistance during exhibition openings and community events.
- Support event setup, teardown, and coordination as needed.

Qualifications for Curatorial Intern:

1. Currently enrolled in a college or university, preferably studying art history, arts administration, fine arts, or a related field.
2. Organized and able to manage multiple tasks while maintaining accurate records and files.
3. Strong communication and interpersonal skills, with the ability to work collaboratively with artists, staff, and community partners.
4. Familiarity with basic office tools such as Google Workspace and Slack. Experience with image cataloging, design software, or creative tools like Adobe Creative Suite or Canva is a plus.
5. Detail-oriented and comfortable assisting with artwork documentation, exhibition layout, and installation.

6. Interested in contemporary art and community engagement, with an active curiosity about Atlanta's arts scene and a genuine enthusiasm for attending exhibitions and events.
7. Comfortable providing on-site support for openings and programs, including light physical tasks related to installation, setup, and breakdown.

Other requirements, if any, for this position (security check, drug screen, immunizations, etc.)? A willingness to work outside of your comfort zone is key. At The Bakery no task is too small for any team member. We can all be found frequently climbing ladders, painting floors, sweeping, etc.

Will the internship require that the student have a car? It is beneficial to have a car for this role, but it is not required.

Is placement site accessible by public transit or other transportation options? The Supermarket is accessible via MARTA bus stops 102, 816, and 2.