

Summer Gallery Internships at The Art Cellar, Greenville, SC



The Art Cellar gallery owner Lindsay McPhail

Gallery Internship

summer, part-time (8-12 hours a week)

About the Gallery:

The Art Cellar is an eclectic fine art and craft gallery located in downtown Greenville, South Carolina. The salon-style gallery features more than 40 local artists with talent across wide variety of mediums, including paintings, photography, ceramics, and handcrafted jewelry. Located at 233 N. Main Street, the gallery offers a relaxed and approachable atmosphere to experience the thriving art community in the Upstate. The gallery now offers artist studio space, demonstration days, art classes, and event space.

Specific Responsibilities and Projects may include:

- Interact with artists and customers
- Participate in weekly brainstorming/strategy meetings
- Create social media activity following the social media content calendar outline
- Design and create content for blog and other projects
- Develop promotional materials (both print and digital)
- Assist with event planning for First Fridays and other gallery events
- Promote the gallery and artists in the community to other downtown merchants
- Represent the gallery at community events
- Prepare walls, create labels, and hang artwork
- Assist with Paint Your Own Pottery activities
- Help load and unload kiln
- Other duties assigned by gallery owner

Requirements and Expectations:

- Internships are unpaid and maybe coordinated with an advisor for credit.

- Internship will be two-three days a week (depending on student's class or work schedule) and also includes participation in the First Friday artist reception and one Saturday afternoon a month.
- Interns must have completed at least 1 year of a college degree program.
- Preferred degree programs: fine arts, marketing, business, communication studies, non-profit or arts administration.
- Must have an interest in the arts and supporting the local art community.
- Possess outstanding written and verbal communication skills
- Enjoy working with a diverse group of people (age, ethnicity, job level, artistic levels)
- Must be self-motivated, prompt and have the ability to multitask on various projects.

Internship Benefits:

- Working under gallery owner, the intern will be exposed to the business side of art and running a small business.
- Intern will work on tasks that align with their own personal and professional goals, building new skills and gaining experience.
- Intern will have the opportunity to participate in strategy meetings and networking events
- Intern has the possibility to create and sell their own artwork in the gallery as a resident artist and teach classes to earn money.
- Intern will learn and be exposed to sales, marketing, and entrepreneurship.

Gallery Owner and Intern Mentor Bio:

Lindsay McPhail received a Bachelors of Fine Arts from Clemson University focusing in printmaking and ceramics, and interned with Artisphere as an undergrad. After graduation she did some graduate studies at the Corcoran College of Art and Design for Art Education in Washington D.C. and also worked at the National Museum of Women in the Arts. After working in the corporate world for a few years, Lindsay found an opportunity to dive back into her career as an artist and arts advocate with The Art Cellar. Lindsay is involved with the Greenville Chamber of Commerce and United Way Young Philanthropists with a focus in connecting the young professionals of Greenville to the art community for both organizations. Lindsay also was recently appointed to the Arts and Public Places Commission with the City of Greenville.