

Internship, Apprenticeship, and Mentorship Programs for New and Emerging Arts and Museum Managers/Administrators

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1. General and Cross-Discipline Programs

Program	Description	Sources
Cultural Careers Council Ontario Income Managers Program	Professional training program for a career in fundraising and marketing in the cultural sector, offering 54 weeks of hands-on mentored work placements in cultural organizations and classroom training to participants who are unemployed or underemployed and under age 31. Offered in conjunction with Genovese, Vanderhoof & Associates and the Centre for Cultural Management at the University of Waterloo, with funding from Human Resources Development Canada and the Ontario Trillium Foundation. A 3-year grant from the Canada Council for the Arts currently provides additional internships for candidates from culturally diverse communities.	Information from: www.workinculture.on.ca Contact: 416-430-0086 info@workinculture.on.ca
Cultural Careers Council Ontario Youth Internship	Youth internship program in the Ontario cultural sector, funded by Human Resources Development Canada for unemployed and underemployed people under age 31. Usual duration 2-8 months. Current funding not confirmed.	Information from: www.workinculture.on.ca Contact: 416-430-0086 info@workinculture.on.ca
Cultural Human Resources Council National Youth Internship Program	National internship program for unemployed or underemployed people under age 31 which provides financial support to Canadian arts and cultural organizations to help them hire young interns for 6 to 12 months. Funded by Human Resources Development Canada with additional financing from the Department of Canadian Heritage.	Information from: www.culturalhrc.ca Contact: 613-562-1535, x 27 mturcotte@culturalhrc.ca
Department of Canadian Heritage	Federal program to assist young Canadians in making the transition from school to work and improve their employability. Six components	Information from: www.pch.gc.ca www.campusworklink.com

<p>Young Canada Works</p>	<p>which provide summer placements for students or internships for unemployed post-secondary graduates. For components administered by cultural organizations for the cultural sector, see Museums and Galleries and Media Arts programs below.</p>	<p>Contact: 1-800-935-5555 or local HRDC offices</p>
<p>Department of Foreign Affairs and International Trade Youth International Internship Program</p>	<p>Federal program to provide young people who are out of school and unemployed or underemployed with a first paid career-related international work experience with mentor support. Program is delivered in partnership with private sector and non-government organizations. For cultural sector organizations, see Museums and Galleries and Media Arts programs below.</p>	<p>Information from: www.dfait-maeci.gc.ca</p>
<p>National Aboriginal Achievement Foundation Fine Arts Awards</p>	<p>Scholarships for Aboriginal individuals pursuing education and professional development in the visual, performing, media, graphic and literary arts, including undergraduate and graduate studies in arts administration. For students who have already received formal instruction in the field of the internship, apprenticeships, internships and on-the-job training in museums, theatres, galleries, cultural and media centres are eligible for support.</p>	<p>Information from: www.naaf.ca Contact: 416-926-0775 naaf@istar.ca</p>
<p>Ontario Arts Council Chalmers Professional Development Grants</p>	<p>Supports individual arts professionals, including arts administrators, in Ontario in all artistic disciplines and practices and all career stages who wish to undertake apprenticeships, residencies, intensive seminars or specialized training.</p>	<p>Information from: www.arts.on.ca Contact: 1-800-387-0058, ext 7433 416-969-7433 info@arts.on.ca</p>
<p>Ontario Arts Council Compass Program</p>	<p>In partnership with the Samuel & Saidye Bronfman Family Foundation, assists arts and other organizations engaged in not-for-profit professional arts activity in Ontario and book or magazine publishers eligible for OAC literature programs to increase their self-reliance, capacity-building and sustainability by providing appropriate expert for advice. The two components are: Mentorship: Professional staff mentored by an arts professional or management specialist in another organization. Organizational Development: Bringing in experts who have management knowledge and experience to assist the organization.</p>	<p>Information from: www.arts.on.ca Contact: 1-800-387-0058, ext 7407 416-969-7407 info@arts.on.ca</p>
<p>Saskatchewan Arts Board Individual Assistance</p>	<p>Assists artists and other individuals working professionally in the arts in Saskatchewan to undertake study in a formal setting or through an apprenticeship or mentorship.</p>	<p>Information from: www.artsboard.sk.ca Contact:</p>

Grant Program	1-800-667-7526
Professional Development Grants	306-787-4056
	sab@artsboard.sk.ca

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2. All Performing Arts Programs

Program	Description	Sources
George Cedric Metcalf Charitable Foundation Performing Arts Program	<p>Program for the performing arts in Ontario with these components:</p> <p>Strategic Initiatives: supports Toronto companies with budgets under \$3 million which have identified challenges or opportunities to enhance their development and vitality and are undertaking specific strategic initiatives.</p> <p>Professional Development: provides internships for artists, administrators and production staff in early career stages and professional development opportunities for senior artists and administrators.</p>	<p>Information from:</p> <p>www.metcalffoundation.com</p> <p>Contact:</p> <p>416-926-0366</p> <p>csmalley@metcalffoundation.cc</p>

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3. Dance Programs

Program	Description	Sources
Banff Centre Banff, AB	<p>Work study/mentorship programs in dance at the Banff Arts Festival for Aboriginal participants with prior training and experience; fields may include program management, publicity and marketing.</p>	<p>Information from:</p> <p>www.banffcentre.ab.ca</p> <p>Contact:</p> <p>1-800-565-9989</p>

Aboriginal Work Study Program		403-762-6180 arts_info@banffcentre.ca
Canada Council for the Arts Grants to Dance Professionals	Program of grants to individual dance professionals, including dance administrators; eligible activities are professional development, creation, apprenticeship/mentorship, and production.	Information from: www.canadacouncil.ca Contact: 1-800-263-5588, ext 4501, 4578 613-566-4414, ext 4501, 4578 julie.poskitt@canadacouncil.ca
Canada Council for the Arts The Flying Squad I: An Organizational Development Program	A "Flying Squad" of specialists to assist professional dance organizations in targeted organizational development, assist individuals in dance organizations to develop skills and networks and assist groups and associations proposing innovative organizational development activities. Components include: Organizational research and planning related to organizational development. Mentorship for managers by an in service arts professional at another arts organization. Professional development opportunities for senior managers (artistic and administrative) to attend workshops or seminars related to organizational needs.	Information from: www.canadacouncil.ca Contact: 1-800-263-5588, ext 4054, 4484 613-566-4414, ext 4054, 4484 joanne.rafuse@canadacouncil.ca
Canada Council for the Arts The Flying Squad II:	Funds for operating grant clients to assist in implementing the recommendations from their experience with Flying Squad I or the strategic plan they have developed. Supports administrative positions of critical importance as identified through the planning or consultation process, for up to three years.	Information from: www.canadacouncil.ca Contact: http://www.conseildesarts.ca 1-800-263-5588, ext 4054, 4484 613-566-4414, ext 4054, 4484

An Organizational
Development
Program

joanne.rafuse@canadacouncil.ca

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4. Music Programs

Program	Description	Sources
Professional Opera Companies of Canada, Opera America Professional Development and Fellowships	Opera America Fellowships assist individuals residing in the US or Canada who are committed to a career in opera administration or production in North America through 12-month hands-on specialized fellowships providing training and work in residence with opera companies. For opera personnel with limited experience, people entering opera from other fields, and graduates of arts administration and technical/production training programs.	Information from: www.opera.ca www.operaam.org Contact: 416-483-0445 mmckay@opera.ca 202-293-4466 fellowship@operaamerica.c

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5. Theatre Programs

Program	Description	Sources
Alberta Theatre Projects Junior Apprenticeship	Positions for graduating grade 12 students for an 8-9 month full-time apprenticeship with Alberta Theatre Projects. Concentrations include: marketing and communications, resource development/fundraising, technical/production, and stage management.	Information from: www.atplive.com Contact: 403-294-7475, ext 1098

Program		nnadir@ATPlive.com
Banff Centre Banff, AB Aboriginal Work Study Program	Work study/mentorship programs in theatre at the Banff Arts Festival for Aboriginal participants with prior training and experience; fields may include program management, publicity and marketing.	Information from: www.banffcentre.ab.ca Contact: 1-800-565-9989 403-762-6180 arts_info@banffcentre.ca
Canada Council for the Arts The Flying Squad: An Organizational Development Program	A "Flying Squad" of specialists to assist professional theatre organizations in targeted organizational development, assist individuals working in theatre company management to develop skills, networks and support systems, and assist groups of theatre organizations proposing innovative organizational development activities. Components include: Organizational research and planning. Mentorship to allow management personnel to be mentored for at least 3 weeks by an in-service arts professional at another arts organization. Professional development for senior managers (artistic directors and general managers) to attend professional development workshops and seminars.	Information from: www.canadacouncil.ca Contact: 1-800-263-5588, ext 5490, 4484 613-566-4414, ext 5490, 448 rose.ouimet@canadacouncil.ca
Theatre Ontario Professional Theatre Training Program	Advanced training in all disciplines except performance for theatre professionals with at least two years' professional experience following formal education; may include management/administrative mentorships.	Information from: www.theatreontario.org Contact: 416-408-4556 info@theatreontario.org

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6. Media Arts Programs



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7. Visual Arts Programs

Program	Description	Sources
<p>National Gallery of Canada</p> <p>Internship Program</p>	<p>An internship program for students in fine arts, museology or a related discipline at the college or university level. Content chosen to suit intern's background, interests and career plans; may be available in a variety of gallery specializations, including administration. Duration varies from 2 weeks to 4 months.</p>	<p>Information from:</p> <p>http://national.gallery.ca</p> <p>Contact:</p> <p>613-990-6531</p> <p>hresources@gallery.ca</p>

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8. Museums and Galleries Programs

Program	Description	Sources
<p>Canadian Museum of Civilization Corporation</p> <p>Aboriginal Training Program in Museum Practices</p>	<p>Provides Aboriginal participants with opportunities to learn about museum practices and work on special projects under supervision. Includes a practicum in various divisions of the museum and an internship of 8 months.</p>	<p>Information from:</p> <p>www.civilization.ca/cmcc</p> <p>Contact:</p> <p>819-776-8270</p>
<p>Canadian Museums Association</p>	<p>Internships and summer job placements in museums and related institutions. Programs include:</p> <p><i>Young Canada Works in Heritage Institutions</i> : with funding from the Department of Canadian Heritage, provides summer placements with practical work experiences for high school, college and university students aged 16-30. Duration 8-12 weeks.</p> <p><i>Young Canada Works in Science and Technology</i> : with funding from the Department of Canadian Heritage, provides internships for unemployed or underemployed college and university graduates up to age 30. Duration 4-12 months.</p>	<p>Information from:</p> <p>www.museums.ca</p> <p>www.pch.gc.ca</p> <p>www.dfait-maeci.gc.ca</p> <p>Contact:</p>

<p>Young Canada Works in Heritage Institutions</p> <p>Young Canada Works in Science and Technology</p> <p>Young Canada Works Internationally</p>	<p>Young Canada Works Internationally: with funding from the Department of Canadian Heritage and the Department of Foreign Affairs and International Trade's Youth International Internship Program, provides unemployed or underemployed college and university graduates up to age 30 with their first paid career-related international work experiences through 6-12 month internships in countries such as New Zealand, Australia and the United Kingdom.</p>	<p>613-567-0099, ext 236, 237</p> <p>info@museums.ca</p> <p>mailto:droach@museums.ca</p>
<p>National Gallery of Canada</p> <p>Internship Program</p>	<p>An internship program for students in fine arts, museology or a related discipline at the college or university level. Content chosen to suit intern's background, interests and career plans; may be available in a variety of gallery specializations, including administration. Duration varies from 2 weeks to 4 months.</p>	<p>Information from:</p> <p>http://national.gallery.ca</p> <p>Contact:</p> <p>613-990-6531</p> <p>hresources@gallery.ca</p>

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9. Writing and Publishing Programs

Program	Description	Sources
<p>Association of Canadian Publishers</p> <p>Publishers' Mentoring Program</p>	<p>Intensive one-day workshops for member publishers at the learner's location with a mentor: subjects include editorial administration, acquisitions, sales, financial administration, promotion and publicity, marketing, advertising, production, design and new media.</p>	<p>Information from:</p> <p>www.publishers.ca</p> <p>Contact:</p> <p>416-487-6116, ext 231</p> <p>info@canbook.org</p>