

MODERN & CONTEMPORARY ART INTERNSHIP

London

Phillips is currently seeking two organized and motivated individuals to fill a fixed-term 6 months Internship in the Modern & Contemporary Art department. One role will begin mid-May 2024 and the other on the 8th of July 2024

Based in our London Headquarters at Berkeley Square, the primary focus of the internship will be to support the MCA department with their upcoming auctions, and to gain an insight into the day-to-day operations of a successful international auction house. The internship would be particularly suitable for applicants with an interest specifically in Modern and Contemporary Art.

The intern will assist in carrying out a range of tasks to support the successful delivery of auctions within the department, including provenance, art historical research and art market research, assisting with proposals and valuations, and general administration. The successful candidate will gain experience in a fast-paced and collegiate environment that contributes to their own professional development.

Phillips values a workforce with a wide variety of experiences, backgrounds and skills and we encourage you to apply even if you do not meet all of the qualifications.

Duties and Responsibilities

The intern will be involved with a variety of different tasks including:

- Assisting and coordinating research on artworks both internally and at external libraries
- Writing catalogue essays
- Assisting the Cataloguer and Administrator throughout the sale cycle
- Helping to set up exhibitions and sales
- Ad-hoc projects, including valuation coordination
- Archiving and maintaining a tidy library
- Assisting with administrative tasks

Professional Skills and Experience

- They should have excellent and proven research capabilities.
- They should have excellent verbal and written communication skills.
- The ability to deal effectively and efficiently with multiple tasks while working to meet strict deadlines.
- They should conduct themselves in a professional manner.

Education and Training

- The ideal candidates will have a passion for art or the art world and be a history of art graduate or other relevant major.
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Working Conditions

- Hours of work are 40hpw (9am to 6pm) and internships are paid at London living wage.
 - There will be times when you are expected to work occasional evenings around sale deadlines.
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Additional Info

This is a six-month internship placement and at present, there is no scope for this to develop into a permanent position. All candidates must be eligible to work in the UK as we are unable to assist with visa applications for our internship placements.

To apply, please email a resume and cover letter to careerseurope@phillips.com.