



# THE POTTERS SHOP & SCHOOL

31 Thorpe Road, Needham MA. 02494 781/449 7687

fax: 781/449 9098 e mail: [PottersSchool@aol.com](mailto:PottersSchool@aol.com)

[www.ThePottersShop.com](http://www.ThePottersShop.com)

Steven Branfman  
Founder and Director



## Internship Program

The Potters Shop & School offers internships to high school and college students. If you are a student, an internship here may be scheduled to fulfill a senior project or off campus independent study experience as part of your degree or graduation requirement. Depending on where you are in your education and your previous experience in a studio situation, an internship will introduce you to the workings of a professional pottery studio including studio design, business organization, maintenance of equipment, customer service, teaching, gallery installations and management, and more. Internships involve a combination of tending to studio chores and time to devote to your own art. The intern will work closely with our staff on a daily basis and will be personally mentored by the founder and director of the studio, master potter Steven Branfman. A key component of the internship program is working with the individual on their clay working skills through hands on instruction, coaching, critique, conversation, and observation. Though the intern works at their art independently, participation in one of our regular adult classes is also available to augment the individual instruction. Advice and guidance in identifying choosing post secondary and graduate education is also available if desired. Many of our interns have gone on to art school, to pursue MFA programs, residencies, formal apprenticeships, are teaching in a variety of venues and have established their own studios.

**Availability:** Internships are available throughout the year for a 3 month minimum and 1 year maximum time commitment. Internships may be extended for an additional year.

**Responsibilities/Scheduling:** The intern is responsible for 6 hours per week of scheduled studio work hours during which studio chores are tended to. Those scheduled hours and studio responsibilities are established on an individual basis. The intern is also expected to work during special studio events such as gallery openings, open studios, etc. Additional time for meetings with the intern for instruction and critique are also scheduled on a periodic basis. Using the studio for ones personal work time is up to the intern and available 24 hours per day.

**Evaluation:** Interns are evaluated on a periodic basis both informally and formally through discussion, critique, and written comments if required or requested.



**Fees:** The Internship Fee is \$500/quarter. This includes all materials and studio member benefits. Firing charges are additional and charged at a reduced rate. There are no other charges for class or workshop registration or participation.

**Other Opportunities:** Depending on ones qualifications and experience, there may be opportunities for the intern to teach classes and/or special workshops. A teaching fee would be paid to the intern for these services. Also work may be put on display in our gallery for purchase.

**Application Process:**

There is no deadline to apply. Internships are available on an ongoing basis.

To apply for an Internship please send:

- A cover letter that includes the reason for your interest in The Potters Shop & School, and your experience with clay; throwing, handbuilding, sculpture, knowledge of raw materials, mixing glazes, loading and firing kilns, and any other technical knowledge or experience.
- Resume
- Ten images with brief explanatory notes of the work.
- Names and contact information for three references; One personal and two professional/educational.

This may be emailed or snail mailed to:

Steven Branfman

Internship Application

The Potters Shop And School

31 Thorpe Road, Needham MA 02494

*PottersSchool@aol.com* with the subject line: Internship application.

Please feel free to contact us with any questions prior to submitting your application.