

# Interpretive Fellowships at Art Museums

*Application Guidelines*

Updated: February 2018

## Purpose and Background

The purpose of the Kress Interpretive Fellowship at Art Museums program is to provide a new kind of mentored professional development opportunity within American art museums. The program is intended to encourage students to explore interpretive careers in art museums, whether as future museum educators or curators; to strengthen the profession of museum educator within the art museum community; to strengthen ties between museum educators and curators in the shared task of interpretive programming in art museums; and to expand the range of promising career options available to students of art history and related fields.

Successful interpretive programs in art museums require formal education in art history, understanding of learning theory, and sensitivity to the learning needs and styles of widely diverse audiences. Within a mentoring environment, the Kress Interpretive Fellow develops the first-hand experience, expertise, and confidence on which to base an interpretive career in art museums, whether as museum curator or museum educator.

Kress Interpretive Fellowships provide competitive grants to American art museums which sponsor supervised internships in art museum education. Preference is given to institutional applications that will provide fellows with an opportunity to collaborate closely with both art museum educators and curators, and will advance the appreciation of European art history of the pre-modern era (see award Criteria below).

The Foundation strongly urges its grantees and fellowship administrators to help diversify the next generation of art historians, art conservators, and art museum professionals by adopting an inclusive approach to all Kress-sponsored partnerships and educational and training opportunities.

## Description

A minimum of six (6) Kress Interpretive Fellowships are awarded each year to American art museums for 9-12 month professional development opportunities. Typically, Interpretive Fellowships begin in late summer or early fall. The full Fellowship award of \$30,000 must be allocated as a stipend for the fellow. Payroll taxes may be withheld from the \$30,000, but any other benefits, travel or education reimbursement, or administrative costs must be met by the institution or other funding.

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### Eligibility

Applications must be submitted by the art museum proposing to host a Kress Interpretive Fellow. These Interpretive Fellowships are intended as an opportunity for individuals who have completed a degree (B.A., M.A., or Ph.D.) in art history, art education, studio art, or museum studies and who are pursuing or contemplating graduate study or professional placement in these or related fields. The appropriate level of educational achievement will be determined by the host museum and dependent upon the needs of the proposed fellowship project. The Fellowship candidate may be identified in advance of application by the host institution or recruited subsequently. Priority is given to first-year requests, but worthy projects that clearly outline benefits to the Fellow for a second year of Fellowship will also be considered.

### Criteria

Reflecting the goals of the Fellowship program, the evaluation of applications is based on relative as well as independent criteria. Overall, the program seeks to support a set of professional development opportunities that offer:

- Opportunities to work collaboratively and in a team environment along side both art museum educators and curators
- Opportunities for students or graduates from a variety of North American academic programs in art history and related fields
- Opportunities to work in a variety of institutions, including large municipal art museums, smaller regional art museums and academic art museums
- A combination of proven Fellowship sites as well as opportunities at institutions that have not previously hosted Kress Interpretive Fellows

Interpretive Fellowship applications will be rated according to the potential for the host institution to:

- Provide a varied and challenging set of tasks appropriate to the goals of the program
- Provide a strong mentoring environment embracing both professional art museum educators and curators working in tandem
- Identify a suitable Fellowship candidate

If a specific candidate is proposed, review will also be made regarding the proposed Fellow's commitment and potential to pursue a career in interpretation within the art museum community, and the appropriateness of the proposed Fellowship experience for that individual.

If a specific candidate is not proposed at the time of application, review will include the appropriateness of the search procedure to fill the Fellowship position. Final approval of awards will be contingent on the Kress Foundation's approval of the selected Fellow and their commitment and potential to make a contribution to the field.

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### Reporting and Other Requirements

Fellowship host institutions agree to:

- Acknowledge the Samuel H. Kress Foundation's financial support in all publicity materials and news releases related to the project  
Recommended language: "This Kress Interpretive Fellowship has been supported by a grant from the Samuel H. Kress Foundation" in acknowledgements
- Submit a final written report to the Kress Foundation approximately one month after the completion of the fellowship summarizing the goals, activities, and results of the Fellowship, and confirming that the total grant funds have been expended. The exact date of the reporting deadline will be communicated in a formal award letter from the Foundation

### Application Procedure

Please submit the following materials in one package to the Kress Foundation offices, via mail:

- Application form
- Description of the proposed Fellowship program, including proposed interpretive activities and mentoring relationships
- Curriculum vitae of the Fellowship mentor or supervisor(s)
- Curriculum vitae of the proposed Fellow (if identified), or position description/announcement and proposed search procedures
- One (1) letter of recommendation for the proposed Fellow (if identified)
- IRS determination letter of 501(c)3 status for the organization that would receive and administer the grant
- Other supporting materials, such as descriptions of the collection and institution, as desired

Applicants must also email a digital copy of their materials to the Kress Foundation at [applications@kressfoundation.org](mailto:applications@kressfoundation.org).

This digital submission should be in the form of a single PDF document.

### Deadline and Notification

All application materials must be **RECEIVED** by April 1. If the deadline falls on a weekend, applications must be received by the previous Friday.

Notification of results will normally be made by May 31. Award payments will normally be made by August 1.

## Interpretive Fellowships at Art Museums

*Application Form*

### Institutional Information

Name of Institution \_\_\_\_\_

Contact Name & Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Fellowship supervisor(s) \_\_\_\_\_

*Name and Title*

\_\_\_\_\_

Department \_\_\_\_\_

Physical location \_\_\_\_\_

of Fellowship \_\_\_\_\_

\_\_\_\_\_

Dates of Fellowship \_\_\_\_\_

*Beginning*

*Ending*

Previous Fellowships Has your institution hosted a Kress Interpretive Fellow in the past?

YES NO

*Please circle one*

If yes, in what year(s)?

\_\_\_\_\_

### Fellow Information

*Complete this section only if a candidate has been identified at this time. Please include the curriculum vitae of the candidate.*

Name of Fellow \_\_\_\_\_

Bachelor's Degree \_\_\_\_\_

*University*

*Date Received*

*Major* \_\_\_\_\_

Master's Degree \_\_\_\_\_

*University*

*Date Received*

*Program* \_\_\_\_\_

Doctoral Degree \_\_\_\_\_

*University*

*Date Received*

*Program* \_\_\_\_\_

