



The Watermill Center

a laboratory for the arts and humanities

Founder, Robert Wilson

www.watermillcenter.org

THE WATERMILL CENTER | ARTIST PROGRAMS INTERNSHIP

The Watermill Center seeks a qualified intern to support its Programs Team for the 2026 International Summer Program and the Annual Summer Festival.

ABOUT THE WATERMILL CENTER

Founded in 1992 by avant-garde visionary and theater director Robert Wilson, The Watermill Center is an interdisciplinary laboratory for the arts and humanities situated on ten acres of Shinnecock ancestral territory on Long Island's East End. With an emphasis on creativity and collaboration, Watermill integrates contemporary artistic practice with resources from the humanities and research from the sciences to provide a global community with the time, space, and freedom to create and inspire.

LOCATION*

The Watermill Center, 39 Watermill Towd Road, Water Mill, NY 11976

*Candidates with local housing/within commuting distance strongly encouraged to apply

DATES & HOURS

Flexible start/end dates; part- or full-time. Preferred term: May/June–August 2026. Typical hours are 10 AM–5 PM, with occasional evenings/weekends for events.

COMPENSATION

\$60/day stipend; college credit available.

RESPONSIBILITIES

- Support planning for Residencies and the Summer Program
- Manage artist databases and track contracts/forms
- Assist with artist project planning, on-site support, and logistics (load-in/out)
- Work at public programs and special events, especially the Summer Festival on July 24-26, 2026
- Provide general administrative and operational support

DESIRED SKILLS

- Strong interest in/knowledge of arts and culture
- Strategic thinker with creative problem-solving skills and attention to detail
- Experience managing deadlines and shifting priorities on a team and independently
- Excellent organizational, research, and analytical skills
- Experience with artists/arts administration a plus
- Proficiency in Google, Microsoft, and Adobe Suites, Slack, Zoom
- Valid driver's license preferred

LEARNING OUTCOMES

- Hands-on experience in cross-disciplinary artist support, arts operations, and event production
- Exposure to nonprofit programming and fundraising
- Development of communication, coordination, and cross-cultural collaboration skills
- Experience in coordinating across departments toward a common goal

APPLICATION

Email a resume and brief cover letter (single PDF) to careers@watermillcenter.org with subject "Artist Programs Internship." Only selected candidates will be contacted. **Deadline to submit: Rolling**

The Watermill Center, operated by the Byrd Hoffman Water Mill Foundation, is a proud equal opportunity employer and considers applicants for all positions without regard to race, color, religion, creed, gender identity or expression, national origin, age, disability, familial or veteran status, sexual orientation, or any other legally protected status.