



The Watermill Center

a laboratory for the arts and humanities

Founder, Robert Wilson

www.watermillcenter.org

THE WATERMILL CENTER | FACILITIES + PRODUCTION ASSISTANT INTERNSHIP

The Watermill Center is seeking a qualified intern to work alongside the Facilities Team and assist with all aspects of the management and maintenance of an arts organization's buildings and grounds, reporting to the Facilities Director. The internship will take place around The Watermill Center's International Summer Program (a month-long artist intensive) and 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

INTERNSHIP DATES

The internship is 4-days per week from late June through Early August 2026. Hours are flexible with some early mornings and weekend hours needed depending on The Center's events and public programs.

COMPENSATION

\$60/day stipend. Lunch provided daily by on-site chefs. College credit can be arranged.

RESPONSIBILITIES

- Assist with daily operations at The Center, including facilities and grounds upkeep, program assistance, and event preparation
- Errands on behalf of artists and staff
- Light housekeeping and kitchen support alongside teams of artists and staff, garden assistance
- Project assistance as needed on special installations and event preparation
- Attendance and assistance at onsite events, including our Annual Summer Festival on July 24 & 25.

DESIRED SKILLS

- High energy, an interest in the arts and/or landscape design, and a sense of humor is a plus
- Ability to work independently (self-directed), while also able to work on a collaborative team.
- Experience prioritizing tasks in a fast-paced environment, working deadlines, and adapting to changing priorities
- Basic customer service skills and familiarity with event operations is helpful
- Able to lift 50 lbs; Able to work outdoors in the summer
- Light administrative duties; Basic knowledge of Google Suite and Slack is ideal, but not required
- Drivers License required. You do not need your own vehicle. Knowledge of the local area is a plus.

APPLICATION

Please email a resume and brief cover letter to careers@watermillcenter.org with the subject heading "Facilities + Production Assistant Internship." Only those whose applications are being considered will be contacted.

The Watermill Center, operated by the Byrd Hoffman Watermill 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.