

ABA  
ART  
LAB

LEONARDO / ERASMUS PROGRAM  
student experience  
internship  
assistant director

The ABA ART LAB Internship program is an opportunity for European undergraduate and postgraduate students to live and work in Palma de Mallorca, and experience life in the world's most authentic Mediterranean Island.

ABA ART LAB is aimed at strengthening relations between Mallorca and the World engaging young students as Future art curators and Citizens.

Students must be available to undertake this Internship at least for 6 to 9 months.

Applications must demonstrate your interest, skills and expertise to undertake this Internship.

**host profile**

ABA ART LAB was founded in September 2004 by the Bordoy twin sisters. It started as a local Palma de Mallorca emergent contemporary art gallery and it evolved into a *global* site specific art production company. All this obviously, without giving up its own exhibition spaces, now called ABA ART LAB project rooms.

The ABA ART LAB Internship Program is a personal and professional development opportunity. ABA ART LAB brings together top contemporary artists and professionals in their field, with several years of professional work experience to new partners or graduates who are looking to get quality professional experience.

**internship profile**

An assistant director will be responsible for attending and assisting to opening hours at the gallery, check the postbox e-mail, pick up the telephone and take notes of visitors, take care of the office, and assist in organizing upcoming exhibitions (press release, pricelist, mailing, newsletter).

He/she will be additionally involved with technical and artistic aspects, such as production of exhibitions, curating, cultural branding and new art projects development.

**responsibilities**

general communication tasks; writing and review press releases, corporate social media content updating  
prepare and assist the opening of new exhibitions  
contribute to brainstorm with art projects design  
analyze the contemporary art market and special subjects  
inform and serve clients and collectors  
assist represented artists of the gallery and their work

**specific skills and experience required:**

experts in contemporary art  
creativity and imagination  
adaptability and ability to pick up new techniques  
keep abreast of contemporary art market trends  
ability to work on their own or in a team  
ability to work with deadlines  
precision in the work  
ability to multi-task and take initiative

**desired qualities:**

1. Excellent verbal and written communication
2. A friendly and professional demeanor
3. Positive and energetic attitude
4. Strong desire to meet goals and commitments
5. Able to deal with uncertainty
6. Strong inter-personal and communication skills
7. Maturity

**key selection criteria**

Good knowledge in Contemporary Art; Most common contemporary artists and curating subjects  
An updated CV  
Experience abroad or in any other art gallery/institution is a plus

**applications process**

Cover letter  
Resume

**how to apply**

Applicants need to fill out the application requirements as outlined in the Job Description of the Internship.

The application (including you resume, cover letter and other application criteria stated in this Internship Job Description) needs to be sent as a SINGLE .pdf document to:

[info@abaart.com](mailto:info@abaart.com)

\*Applications not sent as a combined .pdf will not be accepted.

**for more information please contact:**

[info@abaart.com](mailto:info@abaart.com) // +34 971 717 835

ABA ART LAB  
Plaça Porta de Santa Catalina, 21b  
07012 Palma de Mallorca  
SPAIN