Explore the Creative Careers cluster to discover possible career paths in a wide variety of roles and industries where you can express your passion and interests creatively. In each subcategory of the Creative Cluster, you will be able to explore the industry, find opportunities to get involved, prepare to apply, and make connections.

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PERFORMING ARTS: MUSIC, THEATER, DANCE & PHOTOGRAPHY

Do you love to act? Do you play a musical instrument, sing or dance? Here, you will find resources to help performing artists like you - musicians, singers, dancers, actors, models and photographers - pursue your passion.

EXPLORING THE INDUSTRY

Key Roles, Work Environments, & Key Skills

Below are links to the Occupational Outlook Handbook, where you will find detailed career information on job responsibilities, education and training, pay, work environments, and job outlook for the Performing Arts.

Performing Arts: Acting, Dance, Music, Photography

- Actors
- Dancers & Choreographers
- Musicians & Singers
- Photographers

Recommended Reading - Performing Arts, Acting, Dance

VAULT (*A favorite Career Center resource*) provides an insider’s perspective on what’s happening in the industry, what it takes to break in, and how to advance your career. VAULT’s website also includes career advice, rankings, and a job board for finding opportunities across many other industries.

NOTE: Log in to VAULT from the Career Center’s homepage (Resources). You must create an account using your Emory email address to gain access. Once on VAULT’s homepage, search "actors" in the search box.

- Actors - Vault Link
- Choreographers – Vault Link
- Dancers – Vault Link
- Musicians – Vault Link
- Performing Arts – Vault Link
- Photographers – Vault Link

The balance is an on-line resource that describes career paths in the performing arts. A great career exploration tool! Do a keyword search for various performing arts careers to learn more about career paths in this industry as well as others. (P.S. You will think you are getting ready to look at a website all about finance. However, the balance has an excellent career exploration section of this website that you may enjoy! You will find many articles such as:

- Performing Arts Careers
- What is it like to be a professional dancer?
- How to tell your parents that you want to be a musician.
- Learn how to make money as a musician.

Unions and Associations - Acting
Many actors find it advantageous to belong to a union in acting, although union membership may not always be required.

- **Actors’ Equity Association** (stage) Actors’ Equity Association (“Equity”), founded in 1913, is the U.S. labor union that represents more than 50,000 Actors and Stage Managers. Equity seeks to foster the art of live theatre as an essential component of society and advances the careers of its members by negotiating wages, working conditions and providing a wide range of benefits, including health and pension plans.

- **Actors’ Equity Association** (Broadway stages) - must be members before being cast.

- **SAG-AFTRA** (motion pictures, television, recording, and radio). - SAG-AFTRA represents approximately 160,000 actors, announcers, broadcast journalists, dancers, DJs, news writers, news editors, program hosts, puppeteers, recording artists, singers, stunt performers, voiceover artists and other media professionals. SAG-AFTRA members are the faces and voices that entertain and inform America and the world. With national offices in Los Angeles and New York, and local offices nationwide, SAG-AFTRA members work together to secure the strongest protections for media artists into the 21st century and beyond.

- **American Guild of Variety Artists** (nightclubs, etc.) - The American Guild of Variety Artists (AGVA) is an AFL-CIO-affiliated labor union founded in 1939 to represent performing artists and stage managers for live performances in the variety field. The variety area of performance includes singers & dancers in touring shows and in theatrical revues (non-book shows...book revues may be under Actors’ Equity jurisdiction), theme park performers, skaters, circus performers, comedians & stand-up comics, cabaret & club artists, lecturers/poets/monologists/spokespersons, and variety performers working at private parties & special events.

- **American Guild of Musical Artists** (opera and ballet) The American Guild of Musical Artists (AGMA) is the labor union that represents artists from numerous disciplines that create America's operatic, dance, and choral heritage. Whether our members are soloists, choral singers, actors, ballet dancers, or production staff, our union is a strong force in guaranteeing that our nation's artistic institutions adhere to fair labor practices, securing both gainful employment and quality of life for our artists.

- **Guild of Italian American Actors** - GIAA encourages and promotes positive images of Italian Americans in the mass media and popular culture. GIAA is the only ethnic acting union in the United States. Our membership is eclectic, with people from many ethnic groups working together with our historic Italian-American base. We support a broad range of arts groups that are working to preserve their cultural heritage.

**Recommended Reading, Unions & Professional Associations - Dance**

- **Dance USA** Dance/USA sustains and advances professional dance by addressing the needs, concerns, and interests of artists, administrators, and organizations. By providing national leadership and services, Dance/USA enhances the infrastructure for dance creation and distribution, education, and dissemination of information.

- **National Endowment for the Arts** The National Endowment for the Arts is an independent federal agency that funds, promotes, and strengthens the creative capacity of our communities by providing all Americans with diverse opportunities for arts participation.

- **National Association of Schools of Dance** the National Association of Schools of Dance (NASD) is an organization of schools, conservatories, colleges, and universities with approximately 82 accredited institutional members. It establishes national standards for undergraduate and graduate degrees and
other credentials for dance and dance-related disciplines, and provides assistance to institutions and individuals engaged in artistic, scholarly, educational, and other dance-related endeavors.

- **USA Dance** USA Dance Inc is the National Governing Body for DanceSport in the United States and with more than 150 chapters throughout the country is also the representative organization for all social and recreational ballroom and Latin dancers in America, ranging from pre-schoolers to seniors.

- **Stage Directors and Choreographers** SDC is the theatrical union that unites, empowers, and protects professional Stage Directors and Choreographers throughout the United States.

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**Recommended Reading, Unions & Professional Associations – Music**

- The Music Industry facts every musician needs to know.
- Music Related Associations – Berklee School of Music List of Links
- Johns Hopkins Peabody Institute – Professional Resources

**Recommended Reading, Unions & Professional Associations – Photography**

- Professional Photographers of America
- Photography Organizations and Association – from Job Monkey – List 15+ professional organizations, and many photography resource links.

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**FINDING OPPORTUNITIES AND GETTING INVOLVED**

**Finding Opportunities: Jobs & Internships**

- **Handshake** - The Career Center’s main resource for connecting students to great job and internship opportunities
- **Career Shift** - Career Shift is the Career Center’s additional resource to help job seekers successfully navigate the published and hidden job market to find career opportunities
- **UCAN** - University Career Action Network (UCAN) provides access to domestic and international internships to students from 20 of the nation’s top institutions.
- **Vault** - In addition to using Vault to learn more about specific industries, companies, and receive career advice, Vault can also be used to identify internships and job opportunities

**Getting Involved:**

**Arts at Emory** - All of the links below can be found on Arts at Emory website.

- **Arts Institutions** - Emory University’s arts institutions host over 300 arts events on campus each year. The Atlanta community is invited to engage, explore and experience Emory's variety of arts programming.
- **Center for Creativity & Arts** - The Emory College Center for Creativity & Arts aims to explore, encourage, and ignite arts engagement through student initiatives and public programs.
- **Cinematheque Film Series** - The Department of Film and Media Studies presents the Cinematheque Film Series each academic semester. The weekly screenings are free and open to the public.
- **Creative Writing Reading Series** - The Creative Writing Reading Series features free public readings by four to six internationally renowned and prize-winning authors each year.
- **Emory Dance** - Emory Dance presents a wide range of public programming each year, including Emory Dance Company concerts, the Friends of Dance Lecture Series, guest artists, dance on film presentations, and informal and site-specific performances and events.
- **Michael C. Carlos Museum** - The Michael C. Carlos Museum is one of the Southeast's premier art museums with major collections of art objects from ancient Egypt, Nubia, Near East, Greece, Rome, ancient Americas, Africa, and Asia, as well as a collection of works on paper from the Renaissance to the present.

- **Music at Emory** - Emory is home to a wide variety of faculty-led music ensembles including choral, orchestral, jazz and world music groups. These ensembles present concerts each semester, most of which are free and open to the public.

- **Oxford College** - The historic campus of Emory University's Oxford College offers theater, dance, music, and studio arts events.

- **Schwartz Center for Performing Arts** - The Schwartz Center for Performing Arts is home to music, dance and theater performance spaces. Over 100 arts events, including the Flora Glenn Candler Concert Series, are presented each year in the Schwartz Center.

- **Student Arts** - The Emory College Council charters over fifty student-run arts organizations ranging from comedy improv and musical theater to world dance and a cappella groups.

- **Theater Emory** - Theater Emory is Emory's resident professional theater company. Presenting four to five productions each season, Theater Emory casts both professional and student actors providing a unique laboratory for faculty and students.

- **Emory Libraries** - The Emory Libraries house more than 3.4 million volumes and are also home to several collections and exhibition spaces. These include the Schatten Gallery in the Robert W. Woodruff Library and Emory's Manuscript, Archives, and Rare Book Library (MARBL).

**Center for Creativity and Arts at Emory** - On this website, you will find the following:

- **Academics** - Learn about the Integrated Visual Arts Co-Major, Concentration in Arts Management, as well as the various arts departments at Emory.

- **Funding, Grants & Awards** - Find out what kind of funding and awards are available to current students, including CCA Project Grants for students.

- **Student Programs** - Further your arts education with CCA student programs like the Emory Arts Passport and Artist Survival Skills workshops.

- **Student Arts FAQ** - This is your one-stop resource for pretty much anything arts-related you want to do on campus.

- **Student Arts Groups** - View a list of current student arts groups on campus, and find out how to contact them.

- **Internships** - We've got a list of arts internship resources for the Atlanta area and beyond. Start your job search here!

**PREPARING TO APPLY**

**Resumes & Cover Letters**

- **Resumes, Cover Letters, etc.**

**Interview Preparation**

- **Interview Stream**
- **Practice Interviews / Mock Interview Days**
Portfolios & Online Presence

- [11 best portfolio websites for designers and artists](#)
- [Artist’s Statement](#)
- [Sample Artist Statements](#)

Where Can You Find Out About Upcoming Casting Calls and Auditions?

The following sites list job opportunities:

- [Actors' Equity: Casting Call](#)
- [Playbill Online Casting Notices](#)
- [BackStage.com: Audition and Open Casting Calls](#)

MEETING PEOPLE, MAKING CONNECTIONS

Tools to Connect

For advice about networking through Informational Interviews, at networking nights and career fairs, click [here](#).

[LinkedIn.com](#) - Advice for creating a profile, job seeking, and networking etiquette using [LinkedIn.com](#)

In partnership with Emory Alumni Association:

- [Emory Alumni Creative](#) - Emory Alumni Creative (EAC) is committed to supporting alumni in all creative disciplines, broadly defined: writers, painters, musicians, poets, actors, dancers, theater artists, craftspeople, multimedia artists, gallery owners, critics, chefs, and other creators in the arts.
- [Emory Connects](#) - The Emory Online Community's most recent upgrade is an exclusive mobile and online networking platform where you can guide students and find alumni professionals in your area. The knowledge you exchange will help uplift the next generation of world leaders.
- [Career Discovery Days](#) - First and second year Emory students of all colleges and schools are invited to participate in Emory Connects: Career Discovery Days! This program is designed to help Emory students learn what “it is really like” to work in a particular job, industry or organization by providing the opportunity to shadow a professional for a day. This will be a great way to explore various career options and build professional connections.
- [Emory Alumni Chapters](#) - Find a chapter near you, in the U.S. or abroad!

Events on Campus

- [Emory Fall and Spring Career Fairs](#)
- [High Five Networking Series](#)
- [HandShake On-Campus Recruiting and Events Calendar](#)
- [Sign up to receive Creative cluster newsletter](#)

Professional Associations

Professional Associations are another excellent way for you to identify and engage professionals working in your professional area of interest. See additional lists of professional associations & links for career exploration, job postings & resources in the Key Resources section above:
Performing Arts

- America Performs
- Chamber Music America
- Dance USA
- International Association of Venue Managers
- International Performing Arts for Youth
- International Society for the Performing Arts
- International Ticketing Association
- League of American Orchestras
Arts Management (alternatively Arts Administration) focuses on business operations of an arts organization.

- Arts administrators are responsible for facilitating the day-to-day operations of an organization and fulfilling its mission.
- Arts organizations include professional non-profit entities (e.g. theaters, museums, symphonies, jazz organizations, opera houses, and ballet companies) and many smaller professional for-profit arts-related organizations (e.g. auction houses, art galleries, music companies, etc.).
- The duties of an arts administrator can include staff management, marketing, budget management, public relations, fundraising, program development and evaluation, and board relations.
- Check out the resources below for more information!

EXPLORING THE INDUSTRY

Key Roles, Work Environments, Key Skills & Recommended Reading

Arts Management/Arts Administration: Lists job titles, skills & additional information about this career path.

- https://bigfuture.collegeboard.org/careers/management-arts-administrators
- http://study.com/articles/Arts_Administrator_Job_Description_Duties_and_Career_Outlook.html

Art Directors:

- https://www.bls.gov/ooh/arts-and-design/art-directors.htm

Film & Media Management:

- http://getinmedia.com/industry/film-tv (Lists job titles, duties, skills & education, and what to expect for: Intern/Entry Level Careers; Technician Artist Careers; Management Careers; Marketing/Promotions Careers)

FINDING OPPORTUNITIES AND GETTING INVOLVED

Jobs & Internships

Great resources for jobs in arts management & administration:

- American Alliance of Museums: Career and JobHQ
- Americans for the Arts: Americans for the Arts Career Center – connecting employers & employees in the arts field!
- Art Career Café: A creative work source for the arts job seeker. Put your passion to work.
- Arts For LA Job Bank: A Voice for the Arts in Greater Los Angeles – Artist Opportunities
- Art Jobs: nationwide postings
- ArtStaffing.com
- Association of Performing Arts Presenters Job Bank
• **California Arts Council Arts Jobs Board**: Seeking employment in the arts? Whether you are an actor or administrator, conductor or curator, soprano or secretary, your next job may be listed here. You can sort these postings by **deadline**, **date posted**, **county**, or **job type**.

• **Humanities DC**
• **Dance/USA**
• **Emerging Arts Leaders of DC**
• **Johns Hopkins Peabody Institute Career Search**: Post a variety of links for Arts Administration job postings
• **National Alliance for Media Arts and Culture**
• **New England Museum Association**
• **NYFA/ New York Foundation for the Arts**
• **Regional Arts and Culture Council**
• **Smithsonian Institution**

**Fellowships & Research**

**Funding, Grants & Awards** – Lists project grants, Stipe Society of Creative Scholars, Out There Arts, Arts at Emory Department Awards

**Further Education**

Concentration in Arts Management at Emory University. It is a collaboration between the departments of Art History, Theater, Dance and Music in Emory College and the Goizueta Business School BBA Program. Participation is limited to rising junior and eligible rising senior BBA students and Art History, Theater, Dance or Music majors in the College.

• See [http://creativity.emory.edu/current-students/academics/arts-management.html](http://creativity.emory.edu/current-students/academics/arts-management.html) for details.

**Graduate Schools in Arts Mangement**

• **Masterstudies.com** – Compare 40 Master’s degree programs in Arts Management
• **Peterson’s Guides** – Lists graduate school programs, scholarships, and test prep & practice information. Use Arts Management or Arts Administration in the keyword search.
• **Gradschools.com** – Graduate School Directory
• **US News and World Report** – Graduate School rankings & information. Contact your Career Counselor to gain access to this subscription.

**Campus Organizations & Volunteering**

• **Emory Center for Creativity and Arts** - The CCA is here to help connect you to the arts! Whether you are looking for ways to get involved or just looking for a show to see this weekend, the CCA is a great resource for finding the answers to any questions you may have about the Arts at Emory. Feel free to contact them at [creativity@emory.edu](mailto:creativity@emory.edu) with questions or comments about the Arts at Emory.
• **Arts at Emory** – Emory University provides a dynamic, multidisciplinary environment for the study, creation, and presentation of the arts. Arts programs at Emory bring students, faculty, staff, world-renowned guest artists, and audiences together in a spirit of collaboration and discovery.
• **Student Art Groups** at Emory – Lists music, dance, film & media, literary, theater, and visual arts groups on campus.
• Emory Student Art FAQ – CCA has an excellent list of Important Links for students involved in the arts on & off campus. Also includes links to academic departments, classes for non-majors, auditions, and more.

Recruiting at Emory

The Career Center hosts a variety of events designed to connect students with professionals, these include Career Fairs, Networking Nights, Employer Information Sessions, Industry Panels, Graduate School Visits, as well as guest speakers at our Skill Development Workshops. All of these events are advertised on Handshake, we'd ask that you please RSVP to let us know that you'll be in attendance!

The Emory Alumni Association can play a significant role in helping you to identify alumni in your desired job function by using the following online tools:

• Emory Connects
• Linked In
• Emory Alumni Association Directory

Professional Associations are another excellent way for you to identify and engage professionals working in your professional area of interest:

PREPARING TO APPLY

Resumes & Cover Letters

• Click here to see the Career Center's Resume Guide.

Interview Preparation

• Interview Stream
• Practice Interviews / Mock Interview Days

Cover Letter Writing Support

For additional help writing cover letters, schedule an appointment to meet with a career advisor at The Career Center by calling 404-727-6211.

MEETING PEOPLE, MAKING CONNECTIONS

Events On Campus

The Career Center hosts a variety of arts-related career panels, programs and events on campus each year. Additionally, The Career Center collaborates with the Center for Creativity and Arts at Emory, as well as academic departments in the arts & humanities, where you can engage with a variety of professionals working in this industry cluster. (Past programs have included: Careers in Arts Management, Careers for Writers, Careers in the Music Industry, Theater Careers, Art Museum and Contemporary Arts, Arts & Entertainment, and more!) For details on upcoming events, be sure to check the calendar feature of your Handshake account.

Alumni Profiles & Connections
The Emory Alumni Association can play a significant role in helping you to identify alumni in your desired job function by using the following online tools:

- Emory Connects
- Linked In
- Emory Alumni Association Directory

Professional Associations

Professional Associations are another excellent way for you to identify and engage professionals working in your professional area of interest:

General Arts/Arts Advocacy/Arts Service

- Americans for the Arts
- Arts Edge
- Arts Education Partnership
- Arts Management Network
- Arts Reach
- ArtTable: Leadership Organization for Professional Women in the Visual Arts
- Association of Arts Administration Educators
- Fractured Atlas
- International Federation of Arts Councils and Culture Agencies
- National Art Education Association
- National Arts Marketing Project
- National Association of Latino Arts and Culture
- National Endowment for the Arts
- The Pew Charitable Trusts
- Young Nonprofit Professionals Network
ADVERTISING

Is a career in advertising right for you? Check out the resources in this section to explore & make a plan!

EXPLORING THE INDUSTRY

Key Roles

The following links can help you begin to consider a variety of roles that exist within Advertising, including core tasks, associated lifestyle, educational requirements, job growth trends, salary information, and much more.

- Account Manager
- Account Planner
- Advertising and Promotions Managers
- Advertising, Promotions and Marketing Managers
- Advertising Sales Agents
- Art Director (Creative Director)
- Copy Writer
- Creative (Junior Copy Writer or Art Director)
- General and Operations Managers
- Graphic Designer
- Interactive Marketing/Web Content
- Media (Assistant Media Planner)
- Multimedia Artists & Animators
- Photographer
- Production Planners
- Search Engine Optimization (SEO) Strategists

*For further salary information, visit: The Creative Group Salary Center for Creative & Marketing Professionals

Work Environments

Advertising roles are typically found in two main settings: at an agency, or within a company or business – commonly referred to as “in-house”. Agencies can be strictly focused on advertising work, but more commonly you may find “full-service” agencies that combine advertising with its sister industries of marketing and public relations. “In-house” advertising teams are contained within the division of a company or business and have the sole responsibility of representing that business internally.

Students looking for internships can't go wrong by starting at an agency, where they can gain exposure to a variety of projects across a variety of industry areas. Additionally, agencies can be much larger than in-house teams, meaning they hire more interns and have often designed programs specifically to train and mentor college students making their first introduction to the sector. However, “boutique agencies” often employ smaller, more compact staffs that are more similar in size to in-house teams.

Key Skills
While advertising once dominated newspaper, magazine, billboard and direct mail in the print realm, along with television and radio the industry is now more strongly centered in the digital realm. While some skills remain the same, this shift has necessitated more web-based skills on both the creative and analytical side with catering towards and tracking online behavior.

Developing the following skills can help you as a more competitive candidate for jobs and internships:

- Ability to research and define market trends
- Synthesizing information and writing reports or creative briefs
- Managing and interpreting quantitative and qualitative data and trends
- Facility with words and images to tell a story and engage consumers
- Graphic design, photography, multimedia and digital design
- Public speaking and presentation
- Customer service/client service
- Time management and project management
- Data analytics for online consumer behavior
- Search Engine Optimization
- Strategy and long-range planning

Recommended Reading

VAULT (*A favorite Career Center resource*) - The Vault Career Guide to Advertising, Second Edition provides an insider’s perspective on what’s happening in the industry, what it takes to break in, and how to advance your career. Whether your goal is to work for a major advertising agency or rise to the top at a local firm, this guide will help you master every step of your job search. You’ll find additional guides that provide a quick overview to Market Research, Top Advertising and PR Employers, and more! VAULT’s website also includes career advice, agency rankings, and a job board for finding opportunities across many other industries. NOTE: Log in to VAULT from the Career Center’s homepage (Resources). You must create an account using your Emory email address to gain access. Once on VAULT’s homepage, look for a link at top to GUIDES.

Advertising Educational Foundation (AEF) (*A favorite Career Center resource*) - Developed by advertising industry experts, this is perhaps the most comprehensive site to learn about the industry through a description of roles, first-person interviews, industry conversations, real-life case studies of client work, and a wonderful compendium of excerpts from nearly 100 books written specifically about advertising. This site is a must for anyone who wants to explore whether advertising is the right fit for them.

Advertising Age - Advertising Age is the leading global source of daily news, intelligence and conversation for the marketing and media community.

Adweek - From insights and analysis to trends and thought-leadership, Adweek connects brands to media’s most influential audience — industry leaders who create and build brands, shape business strategies, push technology and drive culture forward.

Advertising Hall of Fame - A virtual museum celebrating the extraordinary men and women who have made significant contributions to advertising and society.

Agency ComPile - Searchable directory includes advertising, public relations, direct marketing, interactive, design, sales promotion, yellow pages, recruitment and media buying agencies. Information that can be found on agencies
includes in-depth profiles, work samples and case histories. Great for ideas of what your portfolio should aim to include.

**ARF Journal of Advertising Research** - The ARF is the only organization that creates and curates objective, original research through education, events, and networking for advertising practitioners.

**Brand Channel** - The latest news about branding and advertising campaigns, research and trends.

**Advertising Collections and Museums** - View vintage ads and iconic campaigns this industry was built upon.

**MediaBistro** - Jobs, news, education, events and research for the media industry.

**Social Responsibility in Advertising** - Explore what it means to work for public service advertising.

**Creativity** - Creativity offers subscribers a growing database of the best creative work in the industry.

**Engage For Good** - A resource center for anyone studying cause-related marketing, including useful background information, white papers and case studies.

**Ihaveanidea Archive** - An online resource for global advertising professionals and lovers to share their knowledge and experience.

**Integrated Media Research Center** - A resource for research and case studies about the value of each marketing medium and how its effectiveness can be enhanced and accurately measured.

**KnowThis.com/Marketing Virtual Library** - Offers a resource for marketing basics, market research, Internet marketing, advertising and more.

**The Agency Red Book** - Advertising REDBOOKS provide competitive intelligence and prospecting data to media companies, advertising agencies, manufacturers, advertising services and suppliers, libraries and more.

**The Balance/Advertising** - Whether you’re a small business owner looking to advertise your wares, or an aspiring advertising professional looking to launch your career at an ad agency, expert insights are available.

**The Wharton Future of Advertising Program** - Mission is to act as a catalyst for deeper insights, bolder innovation, and broader positive impact of advertising. Site has video interviews and presentations of industry executives.

FINDING OPPORTUNITIES AND GETTING INVOLVED

**Jobs & Internships**

- **Handshake** - The Career Center’s main resource for connecting students to great job and internship opportunities
- **Career Shift** - Career Shift is the Career Center’s additional resource to help job seekers successfully navigate the published and hidden job market to find career opportunities
- **UCAN** - University Career Action Network provides access to domestic and international internships to students from 20 of the nation’s top institutions.
- **Vault** - In addition to using Vault to learn more about specific industries, companies, and receive career advice, Vault can also be used to identify internships and job opportunities
• **Media Bistro** - Media Bistro is the premier media job listings site and career destination for savvy media professionals.
• **Talent Zoo** - Jobs in advertising, marketing, creative, design, new media and digital industries

**Fellowships, Scholarships & Research**

- **Handshake Fellowships** - The Career Center’s main resource for connecting students to great fellowship and research opportunities
- **MAIP Fellows** - Sponsored by the 4A’s, this is a diversity fellowship in advertising
- **The LaGrant Foundation Fellowship** - The LAGRANT Foundation (TLF), a nonprofit 501(c)(3) organization based in Los Angeles, was established in 1998 by Mr. Kim L. Hunter to address the lack of diversity in the advertising, marketing and public relations fields. TLF provides scholarships, career development workshops, professional development, mentors and internships to African American/Black, American Indian/Native American, Asian American/Pacific Islander and Hispanic/Latino undergraduate and graduate students.

**Scholarships**

- (Locate professional association scholarships and list them here)
  Emory University Office of National Scholarships & Fellowships

**Research Opportunities**

- Possible faculty research contacts:
- Roberto Fransozi, Department of Sociology
- Karen Hegtvedt, Department of Psychology
- Kim Loudermilk, Director of IDEAS (Interdisciplinary Exploration & Scholarship)
- Emory University Office of Undergraduate Research

**Further Education**

- **Miami Ad School at Portfolio Center - Atlanta** - An Atlanta based portfolio school where students can start their creative education in Atlanta and study or intern in up to four additional cities around the globe.
- **Savannah College of Art and Design** (SCAD) - With campuses in Savannah, Atlanta, and internationally, SCAD offers more than 70 minor and certificate programs to launch your creative career.
- **The Book Shop School for Ads**
- **Los Angeles Creative School**
- **Advertising Education Foundation** - AEF is a non-profit organization which acts as the bridge connecting the marketing, advertising and academic communities
- **US News and World Report-MBA rankings**

**Campus Organizations & Volunteering**

Campus Resources:

- **Goizueta Marketing Club**
• **Goizueta Marketing Association:** An organization for students interested in marketing and marketing-related careers
• **Emory Women in Business**
• **The Emory Wheel:** Has an advertising department that helps generate revenue for this student-run newspaper
• **OrgSync:** Active database of all Emory campus organizations.
• **Volunteer Emory**
• **Hands on Atlanta**

Beyond Campus:

The following Professional Associations either have a student chapter at Emory, or allow Emory students to purchase a student membership at reduced rates:

• **American Marketing Association-Atlanta Chapter**
• **American Advertising Federation (AAF)** *Emory University does not currently have a college chapter*
• **Business Marketing Association- Atlanta Chapter**
• **American Academy of Advertising - Student Membership**

**Recruiting at Emory**

Organizations that currently or historically recruit on campus, or have had alumni representation at networking nights:

• Amazon
• AroundCampus Group
• Bluewolf, an IBM Company
• Cotiviti
• Mindshare
• Mulesoft
• Ogilvy & Mather
• Rigor
• Skuid
• South Moon Under
• Talkable
• Urjanet

**Working Abroad**

• GoinGlobal - Find information about working, interning and volunteering abroad. Contains Country Guides with specifics about the job search, helpful advice for life and work, and job/internship search database by country. Click on "Resources" in Handshake to access GoingGlobal free. Use your Emory OPUS username & password.

**PREPARING TO APPLY**

**Resumes & Cover Letters**
Resumes

The primary purpose of a resume is to obtain an interview. Used correctly, it can open doors. Used incorrectly, it slams them shut. A good resume connects your experience to your job goal. Support your candidacy by highlighting relevant skills—e.g., writing, speaking, managing, marketing, etc. Include any activities, jobs, or internships directly related to advertising. Did you sell space for the school newspaper? Were you yearbook editor? Stage manager for the college theater group? Add less-related activities only if they are outstanding. Be selective. Your resume is a selling tool, not a life history. Keep it neat, clear, and precise. Try to make it unique and interesting but not gimmicky. Information obtained directly from Advertising Educational Foundation. The Essentials [Career Guide] (2016). Retrieved from http://aef.com/building-talent/career-guide/

Resume Writing Guide

View the Career Center’s Resume Writing Guide here.

Sample Resumes and Tips

- Vault Career Guide to Advertising-Resume Samples
- Advertising Resume Sample (University of Oklahoma Career Center)
- Advertising Resume Sample (Northwestern University Career Center)

Resume Writing Support

For additional help writing resumes, schedule an appointment to meet with a career advisor at The Career Center by calling 404-727-6211.

Additional support with drafting and critiquing resumes, as well as basic instructions on grammar, style and punctuation can be obtained by appointment at the Emory College Writing Center.

Cover Letters

A cover letter parallels with your resume. Together they create a first impression of you. Your cover letter should work as a connecting tool between you and the agency you’re writing to. Don’t let it read like a form letter. Instead, include real knowledge of the agency, its clients, its work, its position in the industry. Tell the agency why you are interested in them and why you think you’d be right for them. And then make sure that you are prepared to discuss in your interview whatever you say in the cover letter. And remember, you’re being judged on communicative skill. Watch spelling, grammar, and typing. Most important of all, be clear, crisp, and brief.


Sample Cover Letters and Tips

- Vault Career Guide to Advertising – Cover Letters
- Advertising Cover Letter Sample (Vault)

Cover Letter Writing Support
For additional help writing cover letters, schedule an appointment to meet with a career advisor at The Career Center by calling 404-727-6211.

Additional support with drafting and critiquing cover letters, as well as basic instructions on grammar, style and punctuation can be obtained by appointment at the Emory College Writing Center.

Interview Preparation

At most agencies, an invitation to be interviewed reflects more than casual interest in a candidate. If you’ve made it this far, you’re at least in the quarterfinals. And if you’ve done your homework, you should have nothing to worry about. Before the interview, organize your thinking. Review your resume and the cover letter you sent to the agency. Decide what key selling points you should communicate about yourself. Think how you can best do this.

Review the information you have about the agency. Be aware of its current campaigns and any fast-breaking developments. Commenting on these can help you to make an immediate connection with the interviewer. Be ready to discuss your point of view on advertising in general and your area of interest in particular.

Be articulate. Be self-confident and enthusiastic. But relax and do it naturally. Don’t try to recite everything you know. Selectivity shows you are thinking. Remember, someone is interested enough in your background to invest 30 minutes or more in you. That person wants you to succeed.


Interview Tips and Sample Questions

Vault Career Guide to Advertising – Interviewing

This guide contains types of interviews, sample interview questions and ways to handle them.

Portfolios & Online Presence

To help you land a job in an agency creative department, you must prepare a portfolio that shows your thinking and imagination. If you’re an aspiring art director, this clearly has to include ample demonstration of your design ability and graphic sense. If you want to be a copywriter, visuals are less critical than demonstration of your writing ability and marketing sense.

In either case, show your very best work. If you have not had any experience, pick some currently running campaigns, determine their objectives, and interpret them in your own way. It doesn’t matter if your “ads” are not professional. Your prospective employer wants to see fresh concepts and new ideas that prove you have potential. Ask for criticism, and learn from this free counsel. Then keep making changes to improve your portfolio. Information obtained directly from Advertising Educational Foundation. The essentials [Career Guide] (2016). Retrieved from http://aef.com/building-talent/career-guide/

- Types of Portfolios – Which one do I need (DePaul University Career Center)
A portfolio gives you the opportunity to showcase your work and demonstrate your skills. There are several types that can be used when applying for internships and jobs, gaining freelance prospects, or applying to graduate/professional programs.

- How to Create a Digital Portfolio (DePaul University Career Center)
- Creating an Online Portfolio (Princeton University Career Services)

**MEETING PEOPLE, MAKING CONNECTIONS**

Below you can check out how to find alumni in key roles, arrange an informational interview, and connect through networking nights, career fairs, professional associations, conferences and more.

**Alumni Profiles**

- Amy Katz, '00 Political Science and Sociology
- Sarah Sachs, ’05 MBA in Marketing
- Sarah Green, ’11 Art History
- Rachel Nemerovski, ’11 Economics and Sociology

**Tools to Connect**

For advice about networking through Informational Interviews, at networking nights and career fairs, click [here](#).

[LinkedIn.com](#)

- Advice for creating a profile, job seeking, and networking etiquette using LinkedIn.com

In partnership with Emory Alumni Association:

- Emory Alumni Creative - Emory Alumni Creative (EAC) is committed to supporting alumni in all creative disciplines, broadly defined: writers, painters, musicians, poets, actors, dancers, theater artists, craftspeople, multimedia artists, gallery owners, critics, chefs, and other creators in the arts.
- Emory Connects - The Emory Online Community's most recent upgrade is an exclusive mobile and online networking platform where you can guide students and find alumni professionals in your area. The knowledge you exchange will help uplift the next generation of world leaders.
- Career Discovery Days - First and second year Emory students of all colleges and schools are invited to participate in Emory Connects: Career Discovery Days! This program is designed to help Emory students learn what “it is really like” to work in a particular job, industry or organization by providing the opportunity to shadow a professional for a day. This will be a great way to explore various career options and build professional connections.
- Emory Alumni Chapters - Find a chapter near you, in the U.S. or abroad!

**Events on Campus**

- Emory Fall and Spring Career Fairs
- High Five Networking Series
- HandShake On-Campus Recruiting and Events Calendar
- Sign up to receive Creative cluster newsletter
Professional Associations

A professional association is an organization of people who have similar career interests. These membership-based organizations often offer a reduced rate for students that allow access to the many resources they provide. Professional association websites can also offer job/internship databases as well as opportunities to find mentors or other contacts. These groups may also sponsor conferences that you can attend, both for educational purposes and to make valuable connections – sometimes you may even interview for jobs!

- **Ad Council** - Private nonprofit organization that partners with nonprofits and Federal agencies to create public-service advertising.
- **Advertising Club of New York** - Internship program; scholarships for college students.
- **Advertising Educational Foundation** - Career advice and perspectives from industry professionals and resources for exploring careers.
- **American Advertising Federation** - The Education section offers career resources, fairs and other college student information.
- **Advertising Research Foundation**
- **American Association of Advertising Agencies** - National trade association representing the advertising agency business in the U.S. The Career Center offers job descriptions of all agency positions.
- **American Marketing Association** - The AMA promotes education and assists in the personal and professional career development among marketing professionals, and to advance the science and ethical practice of marketing disciplines.
- **Association of National Advertisers** - Acts as a catalyst in bringing together industry leaders, advertising, marketing and communication professionals and members of other trade associations to confront pressing issues and explore emerging ideas critical to our industry.
- **eMarketing Association** - The professional association for companies and individuals involved in the practice of e-marketing and the integration of online and offline marketing.
- **Interactive Advertising Bureau** - The IAB is the leading online advertising association with over 300 active members, and was founded in 1996. Its activities include evaluating and recommending standards and practices, fielding research to document the effectiveness of the online medium and educating the advertising industry about the use of online advertising. A global organization, the IAB’s members include Canada, and Europe, and the organization is also expanding into Asia and Latin America
- **International Advertising Association** - Promotes the role and benefits of advertising as the vital force behind all healthy economies and the basis for a diverse, independent media and an open society.
- **The Ad Club (New England)** - Offers professional development (classes) and internship and full-time postings for New England advertising firms.
- **Advertising Self-Regulatory Council** - Protects and informs the consumer, resolves marketplace disputes and fosters public confidence in truthful advertising.
- **Radio Advertising Bureau**
- **The Paley Center for Media** - Formerly the Museum of Television & Radio
- **The Direct Marketing Association** - The Direct Marketing Association is the oldest and largest trade association for users and suppliers in the direct, database and interactive marketing fields.
- **The Partnership at DrugFree.org** - The Partnership’s mission is to reduce demand for illegal drugs by changing public attitudes about drugs. To demoralize drug use by making use less glamorous and less acceptable.
- **World Advertising Research Center** - WARC is the most comprehensive knowledge database available for the worldwide advertising, marketing and media industries.
• **World Federation of Advertisers** - The World Federation of Advertisers is a unique, worldwide network, with a dual membership – nearly 50 National Advertisers Associations and around 30 Corporate Members – comprising several thousand businesses operating in a wide spectrum of sectors at national, regional and global levels.

**Diversity Resources**

• **Hire US: Connecting a Diverse Workforce with Inclusive Employers** - An event designed to connect Emory students who have historically faced under representation and/or discrimination in work environments and hiring processes with employers committed to building and supporting a diverse and inclusive workforce. Sponsored by the Emory Career Center, Office of Accessibility Services and departments of the Belonging & Community Justice area of the Center for the Advancement of Student Agency and Advocacy: Center for Women; Office of Lesbian, Gay, Bisexual, & Transgender Life; and Office of Multicultural Programs & Services.

• **Emory Alumni Association Affinity Groups** - Connect with a variety of populations and like-minded people through special events tailored to specific interests.

• **AdRespect** - A collection of advertising with gay, lesbian, bisexual, and transgender themes in mass, trade, and LGBT-media, along with other resources.

• **Advertising Women of New York** - Open to both men and women, this membership organization offers a career conference and job bank.

• **Asian American Advertising Federation** - The mission of the 3AF is to grow the Asian American advertising and marketing industry, raise public awareness of the importance of the community and further the professionalism of the industry.

• **The Association for Women in Communications** - Job board, applications for a mentor and college student chapters.

• **Association of Hispanic Advertising Agencies** - AHAA is the only trade organization of its kind to be established specifically to grow and strengthen the Hispanic advertising industry.

• **The 4A’s Diversity in Advertising Programs** - Includes multicultural advertising internship and 4A’s scholarship opportunities

• **New York Women in Communications** - Organization for women in communications which sponsors scholarships, conferences and career information, including job and internship postings.

• **She Runs It** - Formerly known as AWNY, their mission is to empower women in advertising, marketing and communications to achieve personal and professional fulfillment at each stage of their careers.
WRITING, EDITING, AND PUBLISHING

Want to be a novelist? Book Publisher? Editor? Magazine Writer? Explore possible paths here.

EXPLORING THE INDUSTRY

Key Roles, Work Environments, Key Skills & Recommended Reading

Book Publishers: (includes: Book Editors, Copy Editors, Literary Agents, Literary Scouts, Publicists, Production Editors, Marketers and/or Copy Writers, Sales positions)

- Top Book Publishing Jobs & Careers
- How to get a Job in Book Publishing – on bustle.com
- Association of American Publishers

Editors

- Editors - Occupational Outlook Handbook
- Reporters, Correspondents, and Broadcast News Analyst (Also go to Media, Communications & Journalism link of the Creative Cluster for more detailed information)

Magazine Publishers

- What Different Magazine Jobs are there? From Cosmopolitan on-line (Includes: Editors, P.A. to Editor, Print Journalist; Digital Journalist, Social Media Manager, Fashion Editor, Beauty Editor, Fashion/Beauty Assistants, Sub-editor, Art Director, PR, Advertising Executive, Picture Editor)
- Top Jobs in Magazines & Publishing from thebalance.com (Includes: Art Director, Copy Editor, Fact Checker, Magazine Editor, Photo Editor, Advertising & Marketing)

Writers

- Technical Writers
- Writers See Meeting People & Making Connections for list of Writers links!

FINDING OPPORTUNITIES AND GETTING INVOLVED

Jobs & Internships

- Emory University’s Handshake – job & internship postings - click on Handshake
- UCAN (University Career Action Network) – Internship postings (Click on “resources” via handshake above)
- Bookjobs.com
- ED 2010 – Editors - magazine
- Editor and Publisher
- Freelance Writing
- Journalism Jobs – Newspapers, TV, online media, magazines, TV
- Mediabistro – publishing, PR, marketing, media
- News Media Alliance – careerexchange
• **The Association of Magazine Media** – job & internship postings
• **Indeed.com**
• **Vault.com** - type in a position title (i.e. editorial assistant)

Film & Television that include Writing-Related Jobs

• **Mandy** - Film & TV Production Resources
• **MTV Jobs**
• **Entertainment Jobs**

**Post-Graduate Summer Publishing Courses**

Launching pad for your career in book publishing

• **Columbia Publishing**
• **Oxford University Publishing Course**
• **NYU Summer Publishing Institute**
• **University of Denver, CO Publishing Course**

**Fellowships & Grants**

• **American Journalism Review**
• **Grants for Individuals for Writing and Translation**
• **Fulbright Scholarships**
• **Georgia Council for the Arts**
• **Anthologies Online**
• **Funds for Writers**
• **Jeffery Bahr’s Resources for Literary Journal**

**Further Education**

Applying to Graduate School:

• **MFA Programs Guide** – From Poets & Writers
• **Peterson’s Guides** – Lists graduate school programs, scholarships, and test prep & practice information. Use English, Creative Writing or Writing in the keyword search.
• **Gradschools.com** – Graduate School Directory
• **US News and World Report** – Graduate School rankings & information. Contact your Career Counselor to gain access to this subscription.

**PREPARING TO APPLY**

**Resumes & Cover Letters**

• **Resume Writing Guide**

**Interview Preparation**

• **Interview Stream**
Meeting People, Making Connections

The Career Center hosts a variety of events designed to connect students with professionals, these include Career Fairs, Networking Nights, Employer Information Sessions, Industry Panels, Graduate School Visits, as well as guest speakers at our Skill Development Workshops. All of these events are advertised on Handshake, we'd ask that you please RSVP to let us know that you'll be in attendance!

The Emory Alumni Association can play a significant role in helping you to identify alumni in your desired job function by using the following online tools:

- Emory Connects
- Linked In
- Emory Alumni Association Directory

Professional Associations are another excellent way for you to identify and engage professionals working in your professional area of interest:

Professional Organizations & Associations:

- Association of American University Presses
- AWP: The Association of Writers & Writing Programs
- Council of Literary Magazines and Presses
- Modern Language Association
- National Assembly of State Arts Agencies
- National Endowment for the Arts
- PEN American Center -The Freedom to Write
- Small Publishers, Artists, and Writers Network
- The Academy of American Poets
- The Association of Authors Representatives (AAR)
- Women Fiction Writers

Professional Specialist Occupations:

- Horror Writers Association
- Mystery Writers of America
- Opportunities for fiction writers
- Romance Writers of America
EXPLORING THE INDUSTRY

Key Roles

Most of the creative roles—directors, writers, actors, composers, designers, cinematographers, and editors—are entry-level positions. So, if you want to become a writer or an actor, become one—writers only need a word processor and actors only need head shots and a subscription to BackStage.

Designers, composers, cinematographers, and editors should look to student and independent films to practice their craft and build up a reel. Unlike writers or actors, there are a variety of opportunities for these artisans to earn money and build contacts while “supporting their hobby.” Production designers can find work in art departments as art directors, coordinators, costumers, prop masters, set designers, and location scouts. Sound designers can work as sound transferrers, mixers, engineers, recording artists, Foley editors and so on. Cinematographers work as assistant cameramen and gaffers, and composers may work as orchestrators, conductors, music editors, and music supervisors. These positions are still competitive, but they can be acquired through standard job hunting methods: networking, informational interviews, classified ads, and working your way from one job to the next.

Between your day job and your career pursuit, you will be very busy. Unfortunately, you also need to promote yourself simultaneously. Acquiring an agent, lawyer, and manager will provide you with a stamp of legitimacy, but unless you’re extremely fortunate, these individuals will likely focus on their more prominent clients, leaving you to fend for yourself. Your next step is to cozy up to the individuals who can offer you work: producers, directors, casting agents, etc.

Examples of entry-level positions: Director, 2nd Assistant Camera/Camera Loader or Clapper, Assistant Costumer, Assistant Editor, Assistant Make-Up, Assistant On-Set Dresser, Assistant Props Master, Boom Operator, Casting Assistant, Executive Assistant, Film Laboratory Assistant, Library Manager, Page, Production Assistant, Reader, Runner, Script Supervisor, Set Painter, Sound Transfer Assistant, and Writer’s Assistant.

Script Reading: A script reader’s duties entail reading scripts that have been submitted to the studio or production company and writing coverage, which is a specialized industry template that includes a summary of the film’s plot, an evaluation that describes why you did or didn’t like it, and a breakdown of ratings—poor, fair, good, excellent—of such script components as character, dialogue, and story. The reader then decides whether or not to recommend the script and/or the writer; often a reader will recommend the script for purchase for commercial reasons, but will not recommend the writer. Similarly, there are times when a reader will pass on a writer’s script for commercial reasons, but will recommend the writer for consideration for future assignments. Finally the reader passes the scripts that fall into the recommend pile along to the next rung up the ladder.

Producer Assistant: Producer Assistants are highly competent administrators who work closely with Producers throughout the production process, from script development and pre-production through to marketing and distribution. They must be well organized, highly flexible, and possess a good overview of the film production process. Producer Assistants may be either freelancers keen to learn about the business, or long-term employees of a production company. They occupy a privileged position, which offers great insight into the film making
process, and this role should not be confused with that of a Production Assistant. If they rise to the challenge, Producer Assistants may come to wield considerable influence over the production.

**Writing Assistant:** Serving as a writing assistant is a great way to get your foot in the door. The responsibilities of a writing assistant will be based upon the writer’s preferences. Some duties may include editing, research, transcribing, or clerical duties (i.e. taking notes at studio meetings). Some writing assistants may also take on responsibilities similar to that of a personal assistant such as running errands or ordering lunch for the writer. Serving as a writing assistant can help you to learn a lot about the industry (i.e. how to create an effective pitch, how to work with producers etc.) as well as revision process. If you have a good working relationship with your supervisor, they may be willing to serve as your mentor by reading your work and referring it to producers and agents looking for new talent.

**Production Runner:** Production Runners are the foot soldiers of the production team, performing small but important tasks in the office, around the set and on location. Their duties may involve anything from office administration to crowd control, and from public relations to cleaning up locations. They are usually employed on a freelance basis, are not very well paid, and their hours are long and irregular. However, the work is usually extremely varied and provides a good entry-level role into the film industry.

**Script Editor:** Script Editors provide a critical overview of the screenwriting process, and liaise between the Producer or Development Executive and the Screenwriter. Script Editors do not offer solutions, but instead use their analytical skills to help Screenwriters identify problems, explain the potential consequences of Screenwriters’ choices, and thereby help to strengthen and develop screenplays. Script Editors are sometimes full-time employees of a Production company, but more often they are employed on a freelance basis, and their fees and levels of involvement are negotiable.

**Production Assistant:** The production assistant does just about anything and everything, from getting coffee, to making script copies to shuttling crew or equipment around town as needed. The PA position is a lot of grunt work, but can be extremely educational. It is a highly visible position in that just about anyone can give you an order, from the producer to a sound technician. The production assistants who do as they’re told without complaint are the ones who are remembered when it comes time to fill more important positions.

**Key Skills**
1. Flexibility
2. Patience
3. Creativity
4. Talent
5. Determination
6. Good sense of humor
7. Thick-skinned, able to deal with rejection
8. Resourcefulness
9. Ability to network and make new connections

**Recommended Reading**
- [https://issuu.com/ozonline/docs/oz_magazine_crew](https://issuu.com/ozonline/docs/oz_magazine_crew)
Special FILM CREW issue of OZ Magazine from May 2015 that outlines every production role on set – there are many to choose from! Additional advice articles for how to break in – and keep – your job on set!

- [http://creativeskillset.org/creative_industries/film/job_roles](http://creativeskillset.org/creative_industries/film/job_roles)
  UK site that has a good outline of various job roles in film, from A to Z.
- Jobs in Film: New York Film Academy - Contains a small range of jobs on the production/post-production side – but does not get into the business side [https://www.nyfa.edu/student-resources/jobs-film-average-salary-career-paths/](https://www.nyfa.edu/student-resources/jobs-film-average-salary-career-paths/)

### FINDING OPPORTUNITIES AND GETTING INVOLVED

The Georgia Film, Music & Digital Entertainment office-run site that includes local help-wanted listings, Georgia-related entertainment industry news. Also includes a SOURCeBook ([www.ozonline.tv/oz_sourcebooks1_gfvs.html](http://www.ozonline.tv/oz_sourcebooks1_gfvs.html)) that contains listings of pre- and post-production facilities in the area, and goes beyond film and video to include music industry resources as well.

2. Georgia Production Partnership Established in 1995, (GPP) is a coalition of 150+ companies and individuals who are active in the state’s film, video, music, and interactive game industries. Hosts local meetings and a popular speaker series each month, typically at Manuel’s Tavern. Provides a link to GPP’s Facebook page – a go-to source of information about current local projects and casting calls. [http://www.georgiaproduction.org/](http://www.georgiaproduction.org/)


### ATLANTA FILM & TELEVISION STUDIOS


### LOCAL TRAINING & PROFESSIONAL GROUPS

1. Georgia Production Partnership (see description at top): [www.georgiaproduction.org/](http://www.georgiaproduction.org/)
2. IATSE LOCAL 479: [http://www.iatse479.org/](http://www.iatse479.org/)
3. Georgia BigPictureCon Film & Technology Conference: [www.bigpicturecon.com](http://www.bigpicturecon.com) (*every fall)
6. Women In Film & Television in Atlanta: [www.WIFTA.org](http://www.WIFTA.org)
7. Black Women Film Network: [www.blackwomenfilm.org](http://www.blackwomenfilm.org)
8. The PA Academy: [http://atlantafilmfestival.com/atlff-events/2014/3/22/the-pa-academy](http://atlantafilmfestival.com/atlff-events/2014/3/22/the-pa-academy) (*for more info, email Linda Burns at lburns@plexuspictures.com)

LOCAL FILM FESTIVALS & VOLUNTEERING

1. Atlanta Film Festival Volunteers: [http://atlantafilmfestival.com/volunteer/](http://atlantafilmfestival.com/volunteer/)
4. Atlanta Jewish Film Festival: [http://ajff.org/](http://ajff.org/)
5. BronzeLens Film Festival of Atlanta: [www.bronzelens.com](http://www.bronzelens.com)

INDUSTRY NEWS

1. [www.ozmagazine.com/](http://www.ozmagazine.com/) (local to Atlanta/Georgia)
3. [www.hollywoodreporter.com](http://www.hollywoodreporter.com) (*subscription only)

JOBS & INTERNSHIPS (*Some sites require small monthly subscription*)

1. [www.entertainmentcareers.net](http://www.entertainmentcareers.net) (includes Georgia Jobs page)
2. [www.productionhub.com](http://www.productionhub.com)
3. [www.staffmeup.com](http://www.staffmeup.com) (production job postings in LA, NY and nationwide)
5. [www.mediamatch.com](http://www.mediamatch.com)
8. [www.talentzoo.com](http://www.talentzoo.com)

SOCIAL NETWORKS FOR FILMMAKERS

1. Cinely: [https://www.cinely.com/](https://www.cinely.com/)
5. Shooting People: [https://shootingpeople.org/home](https://shootingpeople.org/home)

BACKGROUND ACTING/EXTRA JOB POSTINGS

1. Facebook groups: Cherrix Casting ATL, Extras Atlanta, The Extra Bad Group
2. Available auditions: [www.backstage.com](http://www.backstage.com)
3. Love 2 Act: [http://www.love2act.com/new/auditions-b328_0.html](http://www.love2act.com/new/auditions-b328_0.html)
4. [www.exploretalent.com](http://www.exploretalent.com)
PREPARING TO APPLY

Click here to see the Career Center's Resume Guide.
MUSEUMS, GALLERIES & AUCTION HOUSES

Museums employee people as Archivists, Curators, Art Museum Educators, Conservators, Museum Marketers, and more. Galleries and Auction Houses focus on selling art, and combine art & business. Explore possible career paths, opportunities, and connections here.

EXPLORING THE INDUSTRY

Key Roles, Work Environments, Key Skills & Recommended Reading

10 Top Jobs in Fine Art Museums  Check out top 10 possible careers in museums including:

- Art Museum Archivists
- Art Museum Curators
- Art Museum Technicians/ Exhibition installation
- Art Museum Education Department Staff
- Art Museum Marketing Department Staff
- Museum Art Handlers
- Art Museum Conservators
- Art Museum Press Department
- Art Museum Director

Museum Workers, Curators, Archivists

FINDING OPPORTUNITIES AND GETTING INVOLVED

Internship Contacts for Atlanta Area & Georgia

***This listing is for resource use only. Some businesses/organizations may no longer take Interns. ***

<table>
<thead>
<tr>
<th>NAME</th>
<th>LOCATION</th>
<th>CONTACT INFO</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael c. Carlos Museum, Emory University</td>
<td>Atlanta</td>
<td><a href="http://carlos.emory.edu/opportunities">http://carlos.emory.edu/opportunities</a></td>
<td>For more information about internships, contact Elizabeth Hornor by phone at 404-727-6118, or by email at <a href="mailto:ehornor@emory.edu">ehornor@emory.edu</a> <a href="http://carlos.emory.edu/node/400">http://carlos.emory.edu/node/400</a></td>
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<tr>
<td>Art Initiative, Inc.</td>
<td>Atlanta</td>
<td><a href="http://www.artinitiative.com">www.artinitiative.com</a> 887 W. Marietta St. Suite T-109 404-874-3080</td>
<td>Art consulting firm</td>
</tr>
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<td>Atlanta Contemporary</td>
<td>Atlanta</td>
<td><a href="https://atlantacontemporary.org/get-involved">https://atlantacontemporary.org/get-involved</a></td>
<td>Arts &amp; non-profit management</td>
</tr>
<tr>
<td>NAME</td>
<td>LOCATION</td>
<td>CONTACT INFO</td>
<td>NOTES</td>
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<td>------------------------------------------------------------------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Veronica Kessenich</td>
<td>Atlanta</td>
<td><a href="mailto:veronica@atlantacontemporary.org">veronica@atlantacontemporary.org</a></td>
<td>10 hrs/wk; 3 mo.</td>
</tr>
<tr>
<td>Carter Center</td>
<td>Atlanta</td>
<td><a href="http://www.cartercenter.org/involved/internship/index.htm">www.cartercenter.org/involved/internship/index.htm</a></td>
<td>Art Services – Summer (Mar 1 deadline)</td>
</tr>
<tr>
<td>EDL &amp; Associates, Inc.</td>
<td>Atlanta (Buckhead)</td>
<td><a href="http://www.edlart.com">www.edlart.com</a> 404-233-3536</td>
<td>Art consulting firm</td>
</tr>
<tr>
<td>Marcia Wood Gallery</td>
<td>Atlanta</td>
<td><a href="http://www.marciawoodgallery.com">www.marciawoodgallery.com</a></td>
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</tr>
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<td>Saltworks Gallery</td>
<td>Atlanta</td>
<td><a href="http://www.saltworksgallery.com">http://www.saltworksgallery.com</a> <a href="mailto:info@saltworksgallery.com">info@saltworksgallery.com</a></td>
<td>Gallery work</td>
</tr>
<tr>
<td>Sandler Hudson Gallery</td>
<td>Atlanta</td>
<td><a href="http://www.sandlerhudson.com">www.sandlerhudson.com</a></td>
<td>Gallery experience</td>
</tr>
<tr>
<td>The Atlantan</td>
<td>Atlanta</td>
<td>3340 Peachtree Road NE Suite 1425 Atlanta, GA. 30326 Felicia Feaster <a href="mailto:ffeaster@bellsouth.net">ffeaster@bellsouth.net</a> 404-768-4799</td>
<td>Editorial Assistants. Interest in fashion, arts, dining, travel and city events.</td>
</tr>
<tr>
<td>The Englishman</td>
<td>Atlanta (Buckhead)</td>
<td><a href="mailto:Atlanta@theenglishmanusa.com">Atlanta@theenglishmanusa.com</a> or George Getlick, Gallery Director at 404-869-3469 (furnishings)</td>
<td>Gallery operations. Research on artists, gallery correspondence and client relations.</td>
</tr>
<tr>
<td>The Hambidge Center for Creative Arts &amp; Sciences</td>
<td>Atlanta or N. Georgia Mountain area</td>
<td><a href="http://www.hambidge.org">www.hambidge.org</a></td>
<td>Check website for more info.</td>
</tr>
<tr>
<td>WonderRoot</td>
<td>Atlanta</td>
<td><a href="http://www.wonderroot.org">www.wonderroot.org</a></td>
<td>Non-profit management, programs and activities, artistic community</td>
</tr>
<tr>
<td>Marietta Cobb Art Gallery</td>
<td>Marietta</td>
<td><a href="http://www.mariettacobbtartmuseum.org">http://www.mariettacobbtartmuseum.org</a></td>
<td></td>
</tr>
<tr>
<td>Atlanta Preservation Center</td>
<td>Atlanta</td>
<td><a href="http://www.atlantapreservationcenter.com/index">http://www.atlantapreservationcenter.com/index</a></td>
<td></td>
</tr>
<tr>
<td>Southern Arts Federation</td>
<td>Atlanta</td>
<td><a href="http://www.southarts.org">http://www.southarts.org</a> or <a href="http://www.southarts.org/about-us/join-team/">http://www.southarts.org/about-us/join-team/</a></td>
<td></td>
</tr>
<tr>
<td>Art Papers</td>
<td>Atlanta</td>
<td><a href="http://www.artpapers.org">www.artpapers.org</a> or <a href="http://artpapers.org/about_ap/about_internships.htm">http://artpapers.org/about_ap/about_internships.htm</a></td>
<td>Non-profit publication on contemporary art and culture.</td>
</tr>
<tr>
<td>The City of Atlanta, Bureau of Cultural Affairs</td>
<td>Atlanta</td>
<td><a href="http://ocaatlanta.com">http://ocaatlanta.com</a> or 404.546.6788</td>
<td></td>
</tr>
<tr>
<td>Kiang Gallery</td>
<td>Atlanta</td>
<td><a href="http://www.kinggalleriesauction.com/">http://www.kinggalleriesauction.com/</a></td>
<td>Antiques &amp; Estates</td>
</tr>
<tr>
<td>Bill Lowe Gallery</td>
<td>Atlanta</td>
<td><a href="http://lowegallery.com">http://lowegallery.com</a></td>
<td></td>
</tr>
<tr>
<td>NAME</td>
<td>LOCATION</td>
<td>CONTACT INFO</td>
<td>NOTES</td>
</tr>
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<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>Mack Scogin Merrill Elam Architects</td>
<td>Atlanta</td>
<td><a href="http://mssearch.com/">http://mssearch.com/</a></td>
<td>Architectural Firm</td>
</tr>
<tr>
<td>Lord Aeck Sargent Architects</td>
<td>Atlanta</td>
<td><a href="http://www.lordaecksargent.com/">http://www.lordaecksargent.com/</a></td>
<td>Architectural Firm</td>
</tr>
<tr>
<td>Fernbank Museum of Natural History</td>
<td>Atlanta</td>
<td><a href="http://www.fernbankmuseum.org/museum_info/work/internships.aspx">http://www.fernbankmuseum.org/museum_info/work/internships.aspx</a></td>
<td></td>
</tr>
<tr>
<td>Madison Gallery</td>
<td>Atlanta</td>
<td><a href="http://www.madisongallery.com/">http://www.madisongallery.com/</a></td>
<td></td>
</tr>
<tr>
<td>Pineapple House</td>
<td>Atlanta</td>
<td><a href="http://www.pineapplehouse.com/">http://www.pineapplehouse.com/</a></td>
<td>Interior Design</td>
</tr>
<tr>
<td>Whitespace Gallery</td>
<td>Atlanta</td>
<td>http://_whitespace814.com/ or http://_whitespace814.com/contact/*Many Emory students intern here (fall/spring/summer)</td>
<td>Gallery work – Owner: Susan Bridges</td>
</tr>
<tr>
<td>Additional Internships</td>
<td>Atlanta &amp; nationwide</td>
<td><a href="http://www.career.emory.edu">www.career.emory.edu</a> Click on Handshake to search internships (arts-related and non-arts related). To access additional internship postings On UCAN (University Career Action Network Internships), from your Handshake homepage, click on the “Resources” tab.</td>
<td>Contact The Career Center for more information. 404-727-6211</td>
</tr>
</tbody>
</table>

**INTERNSHIP CONTACT SHEET – NATIONAL LISTINGS**

***This listing is for resource use only. Some businesses/organizations may no longer take Interns.***

<table>
<thead>
<tr>
<th>NAME</th>
<th>LOCATION</th>
<th>CONTACT INFO</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baltimore Museum of Art</td>
<td>Baltimore, MD</td>
<td><a href="http://artbma.org">http://artbma.org</a></td>
<td></td>
</tr>
<tr>
<td>Walters Art Museum</td>
<td>Baltimore, MD</td>
<td><a href="https://thewalters.org/about/jobs/intern/">https://thewalters.org/about/jobs/intern/</a></td>
<td></td>
</tr>
<tr>
<td>Jewish Museum of Maryland</td>
<td>Baltimore, MD</td>
<td><a href="http://www.jewishmuseummd.org/internship-opportunities">http://www.jewishmuseummd.org/internship-opportunities</a></td>
<td></td>
</tr>
<tr>
<td>Museum of Fine Arts Boston</td>
<td>Boston, MA</td>
<td><a href="http://www.mfa.org/employment/internship-opportunities">http://www.mfa.org/employment/internship-opportunities</a></td>
<td></td>
</tr>
<tr>
<td>Harvard Art Museums</td>
<td>Cambridge, MA</td>
<td><a href="http://www.harvardartmuseums.org/">http://www.harvardartmuseums.org/</a></td>
<td></td>
</tr>
<tr>
<td>Art Institute of Chicago</td>
<td>Chicago, IL</td>
<td><a href="http://www.artic.edu/aic/jobs/interninfo.html">http://www.artic.edu/aic/jobs/interninfo.html</a></td>
<td></td>
</tr>
<tr>
<td><a href="https://hrweb.artic.edu/recruit/applyjob.html">https://hrweb.artic.edu/recruit/applyjob.html</a></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Museum of Contemporary Art</td>
<td>Chicago, IL</td>
<td><a href="http://www.mcachicago.org/">http://www.mcachicago.org/</a></td>
<td></td>
</tr>
<tr>
<td>Cincinnati Art Museum</td>
<td>Cincinnati, OH</td>
<td><a href="http://www.cincinnatiartmuseum.org/">http://www.cincinnatiartmuseum.org/</a></td>
<td>Look under “learn” for internships</td>
</tr>
<tr>
<td>Cleveland Museum of Art</td>
<td>Cleveland, OH</td>
<td><a href="http://www.clevelandart.org/">http://www.clevelandart.org/</a></td>
<td></td>
</tr>
<tr>
<td>Museum Name</td>
<td>City, State</td>
<td>URL/Website</td>
<td></td>
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<tr>
<td>-------------------------------------------------</td>
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<td>-----------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Dallas Museum of Art</td>
<td>Dallas, TX</td>
<td><a href="https://www.dma.org/about/internships">https://www.dma.org/about/internships</a></td>
<td></td>
</tr>
<tr>
<td>Museum of Northern Arizona</td>
<td>Flagstaff, Arizona</td>
<td><a href="http://www.musnaz.org/">http://www.musnaz.org/</a></td>
<td></td>
</tr>
<tr>
<td>Florida Association of Museums</td>
<td>Florida</td>
<td><a href="http://www.flamuseums.org/museums/">http://www.flamuseums.org/museums/</a></td>
<td></td>
</tr>
<tr>
<td>Hawaii State Foundation for the Arts</td>
<td>Hawaii</td>
<td><a href="http://sfca.hawaii.gov/">http://sfca.hawaii.gov/</a></td>
<td></td>
</tr>
<tr>
<td>Indianapolis Museum of Art</td>
<td>Indianapolis, IN</td>
<td><a href="http://www.imamuseum.org/">http://www.imamuseum.org/</a></td>
<td></td>
</tr>
<tr>
<td>Los Angeles County Museum of Art</td>
<td>Los Angeles, CA</td>
<td><a href="http://www.lacma.org">http://www.lacma.org</a> or <a href="http://www.lacma.org/internships">http://www.lacma.org/internships</a></td>
<td></td>
</tr>
<tr>
<td>Getty Museum Graduate Internships</td>
<td>Los Angeles, CA</td>
<td><a href="http://www.getty.edu/about/opportunities/intern_opps.html">http://www.getty.edu/about/opportunities/intern_opps.html</a></td>
<td></td>
</tr>
<tr>
<td>The Chinati Foundation</td>
<td>Marfa, TX</td>
<td><a href="https://chinati.org/information/internships">https://chinati.org/information/internships</a></td>
<td></td>
</tr>
<tr>
<td>Minneapolis Institute of Arts</td>
<td>Minneapolis, MN</td>
<td><a href="http://www.artsmia.org">http://www.artsmia.org</a> <a href="http://new.artsmia.org/about/get-involved/internships/">http://new.artsmia.org/about/get-involved/internships/</a></td>
<td></td>
</tr>
<tr>
<td>New Orleans Art Museums</td>
<td><a href="http://www.neworleansonline.com/neworleans/arts/museums/museums.html">http://www.neworleansonline.com/neworleans/arts/museums/museums.html</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Orleans Museum of Art</td>
<td><a href="https://noma.org/learn/students/internships/">https://noma.org/learn/students/internships/</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ArtTable</td>
<td>New York, NY</td>
<td><a href="http://www.arttable.org/">http://www.arttable.org/</a></td>
<td></td>
</tr>
<tr>
<td>Metropolitan Museum of Art</td>
<td>New York, NY</td>
<td><a href="http://www.metmuseum.org/about-the-met/internships">http://www.metmuseum.org/about-the-met/internships</a></td>
<td></td>
</tr>
<tr>
<td>Organization</td>
<td>Location</td>
<td>Website</td>
<td>Field</td>
</tr>
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<td>----------------------------------</td>
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<td>-------------------------------------------------------------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Museum of Modern Art</td>
<td>New York, NY</td>
<td><a href="http://www.moma.org/about/internships">http://www.moma.org/about/internships</a></td>
<td>Full-time jobs &amp; internships in the arts</td>
</tr>
<tr>
<td>New York Foundation for the Arts</td>
<td>New York, NY</td>
<td><a href="https://www.nyfa.org/">https://www.nyfa.org/</a></td>
<td></td>
</tr>
<tr>
<td>Smithsonian Institute</td>
<td>Washington, DC</td>
<td><a href="https://www.smithsonianofi.com/">https://www.smithsonianofi.com/</a></td>
<td>Internships &amp; Fellowships</td>
</tr>
<tr>
<td>National Gallery of Art</td>
<td>Washington, DC</td>
<td><a href="http://www.nga.gov">http://www.nga.gov</a> or <a href="http://www.nga.gov/content/ngaweb/education/interns-fellows.html">http://www.nga.gov/content/ngaweb/education/interns-fellows.html</a> (also lists fellowships)</td>
<td></td>
</tr>
<tr>
<td>Washington, DC Museums</td>
<td></td>
<td><a href="https://washington.org/find-dc-listings/museums">https://washington.org/find-dc-listings/museums</a></td>
<td>List of museums in DC</td>
</tr>
<tr>
<td></td>
<td></td>
<td><a href="https://www.artcons.udel.edu/jobs-internships/internships">https://www.artcons.udel.edu/jobs-internships/internships</a></td>
<td>List of internships in Arts Conservation</td>
</tr>
</tbody>
</table>
### Delaware Art Museum
Wilmington, DE  

### Winterthur Museum
Winterthur, DE  
[http://www.winterthur.org/?p=778](http://www.winterthur.org/?p=778)  
Paid Multiple Departments  
Including Art conservation

### Association of Art Museums Curators
Various Locations  
[http://www.artcurators.org/?page=internships](http://www.artcurators.org/?page=internships)  
Internships & fellowships

### Museums USA
By state  
List of Museums by State

### American Alliance of Museums
[http://www.aam-us.org/about-museums/find-a-museum](http://www.aam-us.org/about-museums/find-a-museum)  
Search engine for museums by city

### SELECT INTERNATIONAL INTERNSHIPS

<table>
<thead>
<tr>
<th>Museum</th>
<th>Location</th>
<th>Website</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boston University International Internships</td>
<td>Various Locations</td>
<td><a href="http://www.bu.edu/abroad/find-programs/by-internship/">http://www.bu.edu/abroad/find-programs/by-internship/</a></td>
<td></td>
</tr>
</tbody>
</table>

### MEETING PEOPLE, MAKING CONNECTIONS

Professional Organizations:

- [American Alliance of Museums](http://www.aam-us.org/about-museums/find-a-museum)
- [American Association of Museums](http://www.aam-us.org/about-museums/find-a-museum)
- [Association of Academic Museums & Galleries](http://www.aam-us.org/about-museums/find-a-museum) (AAMG offers free Student Membership)
- [American Association for State and Local History](http://www.aam-us.org/about-museums/find-a-museum)
- [College Art Association](http://www.ciee.org/)
- [ICOM](http://www.ciee.org/)
- [Visitor Studies Association](http://www.ciee.org/)