

The MA in Arts Leadership Program Graduate Student Practicum Program

University of Houston
College of Liberal Arts and Social Sciences
402 Agnes Arnold Hall
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ORGANIZATION PARTNER PROFILE (PLEASE FILL OUT ELECTRONICALLY)

Name of Organization: _____ Branch or Location: _____

Address: _____
Street/Mailing Address City State Zip

Contact Person: _____ Title: _____

Phone: _____ Fax: _____ e-mail: _____ website: _____

Name of CEO/Executive Director: _____

Does your organization have a 501(c)(3) tax-exempt status? Yes No Tax ID Number: _____

What is your organization's mission?

Brief Description of Programs/Services offered at this organization:

Number of employees:

Full time _____ Part time _____ Volunteers: _____ Interns: _____

How did you find out about the MA in Arts Leadership Program?

Intern will ideally work:

Full time (40 hrs/wk one semester) Part time (16 to 20 hrs/wk Two semesters)
 Either Full time or Part time (Must total 300 hrs.) (*Please note that most students will require flexibility with*

hours.)
Compensation for this internship consists of:

Paid: (\$_____/hour) (\$_____/stipend per semester) Unpaid Compensation to be determined

Responsibilities associated with affiliation with the MA in Arts Leadership Program:

- Providing practicum placements for graduate students focused on arts administration/ management competencies.
- Providing professional expertise in the interest of educating students as arts professionals by conducting formal and informal meetings on selected topics on occasion.
- Acting as mentors to students working toward their MA degree in Arts Leadership
- Viewing the MA in Arts Leadership Program as a preferred source of entry-level management employees.

Will an executive or upper management level professional from your organization be available to meet the responsibilities above? Yes No

There is no fee for affiliation; organizations must meet the following standards: _____

- operate in compliance with all applicable statutes and licensing, accreditation, and governmental code requirements;
- operate in a non-discriminatory basis with regard to sex, age, race, religion, national origin, sexual orientation and disability;
- not function primarily to advocate any particular religious or political belief;
- have one or more full time equivalent professional(s) with sufficient management experience and service provision by staff and/or volunteers with appropriate qualifications.

Type or print name

Signature (*electronic signature ok*)

Date

Title

Please attach a detailed Practicum Description including the project(s), departments, and/or events the student will be working on/with.

(Please feel free to include Practicum descriptions for each future project opportunity available in your organization. These descriptions assist Arts Leadership students in deciding where they want to interview for their placements). Thank you!