

## **Internship Announcement: Switchgrass Art Cooperative – Summer 2026**

Switchgrass Art Cooperative is pleased to announce the availability of two internship positions for Summer 2026. We have formed a partnership with Nex-Generation to provide up to two paid internships through their Work Study Program.

This initiative represents an exceptional opportunity for high school and college students who harbor an interest in the arts, nonprofit sector, or community engagement. Interns will gain practical experience while earning compensation and developing essential skills relevant to the workforce.

### **Internship Highlights**

Compensation: \$12 per hour

Flexible scheduling to accommodate educational and work commitments

Practical experiences including hands-on projects, job shadowing, coaching, and mentoring

Interns have the chance to explore various facets of a nonprofit organization

When applying through Nex-Generation, candidates should prioritize Switchgrass as their preferred local business.

***Application Deadline: Applications for the spring semester are due no later than February 28.***

Upon successful completion of the internship, each intern will receive a \$500 Nex-Generation Work Study Scholarship, to be disbursed directly via electronic funds transfer.

At the conclusion of each semester, Nex-Generation interns are required to:

- Submit a brief, one-page reflective essay concerning their experiences
- Complete a Performance Learning Objectives (PLO) form that delineates the tasks and skills acquired

Both documents are to be submitted via the Nex-Generation portal.

### **Eligibility Criteria**

Candidates must be 16 years of age or older and be either high school or college students residing in or attending school in one of the following Kansas counties: Barton, Cheyenne, Cloud, Decatur, Ellis, Ellsworth, Gove, Graham, Jewell, Lincoln, Logan, Mitchell, Norton, Osborne, Ottawa, Phillips, Rawlins, Republic, Rooks, Rush, Russell, Saline, Sheridan, Sherman, Smith, Thomas, Trego, or Wallace.

### **About Switchgrass**

Switchgrass is a dynamic, volunteer-run nonprofit art cooperative situated in Lucas, Kansas. We represent 26 local artists and operate within a historic building that also houses a small thrift store and coffee stand. Our mission is to enhance access to the arts while supporting artists through affordable retail space, community programming, and collaborative initiatives.

Each summer, we conduct a 14-week Summer Art Program aimed at local youth, in addition to offering various classes and special events within our dedicated classroom space.

## **Internship Overview**

This internship is designed for students interested in:

- Arts administration
- Community development
- Nonprofit operations
- Creative small business management

Interns will have the autonomy to identify the operational areas they wish to explore.

### **Gallery Operations**

- Inventory management and artwork display (in-store and online)
- Assisting with artist and patron memberships
- Preparing and packaging artwork for shipping
- General organization and maintenance of the gallery

### **Marketing & Outreach**

- Developing content for social media platforms
- Assisting in the creation of flyers, newsletters, and event announcements

### **Coffee & Thrift Operations**

- Attaining skills in barista practices and maintaining the coffee stand
- Organizing, pricing, and displaying thrift store items

### **Summer Art Program**

- Preparing materials for youth classes
- Supporting instructors and supervising students
- Facilitating meal distribution through local food partnerships
- Greeting visitors and monitoring gallery traffic during classes

## **Skills Development**

Interns will acquire competencies in:

- Nonprofit and small business operations
- Coordination of arts programs
- Customer service and barista training
- Community engagement tactics
- Social media management and marketing
- Inventory and retail management

## **Ideal Candidate Profile**

Candidates should be:

- Inquisitive and self-directed
- Enthusiastic about the arts, nonprofit work, or community involvement
- Comfortable working independently as well as collaboratively
- Friendly, dependable, and eager to learn