



## The Andrew W. Mellon Undergraduate Curatorial Fellowship Program

### Summer Academy Application Instructions

**DEADLINE: Friday, April 2, 2021**

**Museum Name: Nelson-Atkins Museum of Art**

Please plan for and prepare the following application materials:

#### 1. PERSONAL STATEMENT (Upload as Cover Letter in online application.)

Please limit the personal statement to no more than 700 words (two to three typed pages, double-spaced). The personal statement should address the following questions/topics.

- What interests you about the Mellon Undergraduate Curatorial Fellowship Program and the Summer Academy? The program, which is supported by the Mellon Foundation, aims to expand the diversity of curatorial ranks in American art museums. Do you think this is important? Please explain.
- Describe why you consider yourself to be a student representing diversity in terms of culture, background, or experience, and why you feel committed to representing diverse perspectives. How do questions of diversity shape your academic interests?
- Explain, drawing on your extracurricular activities, areas of study, background or other experiences, how you can contribute to the Mellon Foundation's initiative?
- Provide an example of an experience where you were able to offer a diverse perspective to a project, discussion or dialogue and explain the impact you had.

#### 2. RESUME

Please include internship and work experiences, relevant academic courses, and computer and language skills.

#### 3. ONE LETTER OF RECOMMENDATION

Applicants must have at least one confidential letter of recommendation. A letter of recommendation may be submitted by faculty at your college or university or by current or past employers who are familiar with your skills and abilities. For example, your direct supervisor at your job, volunteer placement, or internship.

The letter of recommendation must be submitted via email to [mvalentine@nelson-atkins.org](mailto:mvalentine@nelson-atkins.org) by the application deadline. The letter of recommendation must come directly from the recommender's institutional e-mail address and should clearly indicate the applicant's name in the subject line.

In the online application, please be prepared to provide the name and contact information (email and telephone number) of your recommender.

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**4. TRANSCRIPTS**

Please provide unofficial transcripts for your entire undergraduate career, including the college or university you currently attend and any you may have previously attended.

If you do not have access to an electronic copy of your transcript, you may mail to:  
Nelson-Atkins Museum of Art  
c/o Michele Valentine  
4525 Oak Street  
Kansas City, Missouri 64111

**5. ONLINE APPLICATION**

To complete and submit your application visit:

<https://nelson-atkins.org/careers-internships/>

You will find the **Mellon Summer Academy** posting within the “Current Openings” section and within the Curatorial department listing.

**Would you like to know more?**

To learn more about the Summer Academy and The Andrew W. Mellon Undergraduate Curatorial Fellowship Program visit <https://nelson-atkins.org/careers-internships/mellon-curatorial-fellowship/>.

If you have further questions, please contact Michele Valentine at [mvalentine@nelson-atkins.org](mailto:mvalentine@nelson-atkins.org) or 816-751-1328.