



Job Description LACDAC Education Intern 2026

About One Institute

Founded in 1952, One Institute is the oldest active LGBTQ+ organization in the United States. One Institute elevates queer, trans, and HIV/AIDS histories and embraces emerging stories through collaborative education, arts, and cultural programs. Through K-12 teacher trainings, lesson plans, and youth mentorship programs, One Institute empowers teachers and students to bring queer and trans history into classrooms and communities. As the independent community partner of ONE Archives at the USC Libraries, we promote the largest collection of LGBTQ+ materials in the world. In 2026, One Institute became stewards of STORIES: The AIDS Monument, in partnership with the City of West Hollywood.

Position Description

Reporting to the Director of Education Programs, the Education Intern will primarily support arts education, event planning, and graphic design for One Institute's flagship youth program, Youth Ambassadors for Queer History. From September 2026 through January 2027, Youth Ambassadors— a cohort of high school student leaders from across Los Angeles County— engage in LGBTQ+ history workshops with queer and trans community leaders while embarking on field trips to LGBTQ+ cultural sites in Los Angeles. Our current cohort consists of 14 outstanding students; each student who completes the program receives a college scholarship. Through the program activities and their research in the ONE Archives at the USC Libraries— the largest repository of Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) materials in the world— each Youth Ambassador develops a creative archival research project that displays their knowledge of and reflection on LGBTQ+ history and culture.

The Education Intern provides direct support to each Youth Ambassador in analyzing and interpreting archival sources, developing their creative project ideas, applying their unique skills to an artistic medium that conveys their research/reflection on LGBTQ+ history, and writing an artist's statement for their work. The Youth Ambassadors' creative projects are presented in an exhibition event at One Gallery in West Hollywood at the program's conclusion in January 2027 as well as through One Institute's social media and website. Past exhibition projects by Youth Ambassadors have included portraiture, painting, print/digital zine-making, poetry, data visualization, filmmaking, puppetry, photography, makeup artistry, garment design, embroidery, and more.

From August to November, the Education Intern will assist with creating graphics and copy for program outreach via web, newsletter, and social media; preparing workshop materials and planning logistics for Youth Ambassadors' sessions; and supporting Youth Ambassadors in the development of their creative exhibition projects through a variety of artistic mediums. In December and January, the Education Intern, in collaboration with the Director of Education Programs and Youth Ambassadors, will lead the design of the visual identity for the digital (web and socials) and physical (One Gallery) exhibition of students' projects. Additionally, the Education Intern may assist in the production of multimedia LGBTQ+ history education content for web and socials, including instructional resources for K-12 teachers.

Throughout the course of the internship, the Education Intern will develop key skills in arts education design and instruction, project management, and multi-channel content creation while deepening their understanding of arts and culture nonprofit administration. The intern

will leave the position with experience in planning and implementing arts education for youth and a robust portfolio of multimedia design and writing samples. Additionally, the intern will network with leading LGBTQ+ artists, educators, scholars, advocates, civil servants, and nonprofit programming partners in Los Angeles.

This internship will operate on a hybrid schedule (1-2 days in office) for 15-20 hours per week (400 total hours) from August 2026 to January 2027. From September through January, the intern must be available for most sessions of Youth Ambassadors for Queer History, occurring every other Saturday. The selected intern will be paid every two weeks at \$18.47/hour for a total of \$7,388.

Preferred Qualifications

- Strong interest in queer and trans history, arts, and culture.
- Experience in youth mentorship, K-12 education, or peer facilitation.
- Experience in graphic design, social media management, and/or marketing.
- Strong organizational skills and an ability to meet deadlines.
- Excellent written and interpersonal communication skills.
- Willingness to take initiative on independent projects while collaborating within a team.
- Familiarity with or ability to quickly learn new software and tools such as Canva, Airtable, Wordpress, and/or Adobe Creative Suite strongly preferred.

Eligibility Requirements

LA County Arts Internship positions will be open to currently enrolled undergraduate (2 or 4-year) and community college students who reside or attend college in Los Angeles County. Recent graduates may apply as long as they have completed their degree between May 1 - December 1, 2026. The Department of Arts and Culture encourages eligible students from all ethnic and socioeconomic backgrounds, as well as disabled students, to apply. Eligible students may participate in the program only once.

Note:

- Students who have already earned a BA, BS, or a higher degree are not eligible for the Los Angeles County Arts Internship Program.
- High school students who are co-enrolled in college classes are not eligible to participate in the program.
- Students who have previously participated in the program are not eligible to participate a second time.
- Students must possess the legal right to work in the United States.
- Students who are invited to participate in the program will be asked to provide verification of eligibility via college transcripts, driver's license, and other documents to show enrollment status and/or LA County residence.

One Institute encourages eligible students from all racial, ethnic and socioeconomic backgrounds, as well as disabled students and applicants of all sexual orientations and gender identities, to apply.

How to Apply

Please submit a cover letter, résumé, and list of 3 references to Trevor Ladner, Director of Education Programs, at tladner@oneinstitute.org by **11:59 PM PT** on **Sunday, May 3, 2026**.