



401 Grindstaff Cove Rd  
Sylva, NC 28779  
(828) 631-0271  
[www.jcgpep.org](http://www.jcgpep.org)

## **Metals Studio Intern Application**

### ***General Information about being an Intern at JCGEP:***

JCGEP is a business incubator project that uses methane from the Dillsboro landfill to support emerging artists. Artists and students may apply for an internship position with JCGEP, which will provide unique educational opportunities involving forges and other metal-working equipment, their operation and maintenance, interacting with the public, marketing, and studio management. JCGEP is located in Dillsboro, NC, roughly 1 hour's drive west of Asheville, NC. Extensive information about our project is available on our website, [www.jcgpep.org](http://www.jcgpep.org).

JCGEP is a county-run facility. Therefore additional responsibilities include: following the Park and/or the county's rules and guidelines; maintaining a clean and safe workspace at all times; maintaining a respectable appearance and demeanor when interfacing with the public; and maintaining a good working relationship with Park staff and other residents. Interns, volunteers, and staff of JCGEP share in a rotating studio schedule during hours in which the park is open to the public, as well as assist with tours, workshops, and onsite classes.

### ***Duties***

- Assist with/perform metal equipment maintenance and repairs, maintain welding equipment, set up and operate gas equipment.
- Maintain metal shop cleanliness and order; clean and maintain tools.
- Assist with public tours, demonstrations, and gallery shows.
- Assist with marketing activities and classes.
- Other duties as required.

### ***Benefits***

- Assist and learn from experienced JCGEP artists.
- Learn about using renewable fuels to create art.
- Experience collaborative efforts working with artists from different mediums.
- Opportunity to sell artwork through JCGEP's gallery.
- Gain shop time in trade for working hours.
- Greatly reduced studio rental rates.
- Gain valuable experience working with professional artists and working for an arts organization.

### ***Pay***

- Sorry, but no stipend is offered with this internship.

### ***Lodging***

- Lodging is not provided by JCGEP. However, with Western Carolina University nearby, there are many opportunities for apartment sharing, subleases, and inexpensive rents.



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## **Schedule**

- Interns will work a flexible, 10 - 20 hour per week schedule. Some evening and/or weekend work may be required. Since most interns will have to secure part-time employment to pay for living expenses, we will be as flexible as possible to accommodate their work schedules. Adequate time off will be provided to allow interns to take advantage of the many outdoor and cultural activities available in the region.

### How to Apply:

- Complete the application questionnaire, either in narrative or question/answer format
- Attach a current resume'
- Include 3 recommendation forms (mailed or emailed directly from reference)

Applications should be mailed or emailed to:

Jackson County Green Energy Park  
Attn: Timm Muth  
401 Grindstaff Cove Rd  
Sylva, NC 28779  
Phone/Fax 828-631-0271  
info@jcgep.org

If you email your submission, please contact us by phone to alert us to look for the application.

Do not hesitate to contact me should you have any questions about the application process. Thank you for your interest in our residency program.

Sincerely,

Timm Muth  
Director  
Jackson County Green Energy Park  
401 Grindstaff Cove Rd  
Sylva, NC 28779  
828-631-0271



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## **Intern Application**

Please include your name, mailing and email address, and phone number, along with answers to the following questions in either a narrative or a question/answer format. Keep in mind this information is intended to help the staff determine how well your skills and goals fit with the mission and needs of the GEP.

1. How long have you been welding, forging, or casting metal?
2. Where did you receive your training?
3. What is your related work history? Include a current resume.
4. A successful internship at the JCGEP requires an artist who is self-motivated and has a strong work ethic. Please describe yourself in these areas.
5. Please describe your artistic and/or technical abilities. What makes you stand out as a candidate for the intern position at JCGEP?
6. Are you actively working as a metal artist now? Explain.
7. Describe any work you have had in shows or galleries.
8. JCGEP's forges and foundry use landfill gas as the energy source. What degree of technical knowledge/experience do you have in the use of gas-powered appliances?
9. What experience do you have building, operating, and/or maintaining metal-working equipment? Have you ever participated in an iron pour?
10. Do you own your own metalworking tools and/or equipment? Describe.
11. The artists at JCGEP share space and equipment and have frequent interaction with the public. In what ways have you demonstrated a cooperative nature, sense of responsibility, and ability to share your knowledge?
12. How do you feel about helping with tours and assisting with classes or workshops at the park?
13. Why should we choose you over another candidate for this internship program?



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**RECOMMENDATION FORM FOR PROSPECTIVE METAL SHOP INTERNS**

Please email to [tmuth@jacksonnc.org](mailto:tmuth@jacksonnc.org), or mail directly to:  
Jackson County Green Energy Park, 401 Grindstaff Cove Rd., Sylva, NC 28779

Applicant's Name: \_\_\_\_\_

Recommending Person: \_\_\_\_\_

Telephone/email address: \_\_\_\_\_

Relationship to Applicant/Years Known: \_\_\_\_\_

**Please feel free to use the back of this form or additional/other paper as necessary:**

1. A successful internship at the Jackson County Green Energy Park (hereafter referred to as JCGEP) requires an artist who is self-motivated and has a strong work ethic. Please provide information that will help quantify these attributes of the candidate.
2. JCGEP uses modified natural gas and/or propane appliances that run on the landfill methane. What degree of technical knowledge/experience does the applicant have in the use of gas-powered appliances.
3. The artists at JCGEP share space and equipment and have frequent interaction with the public. In what ways has the applicant demonstrated a cooperative nature, sense of responsibility, and ability to share his/her knowledge?
4. Please comment on the artistic and/or technical abilities of the applicant. What makes him/her stand out as a candidate for the internship position at JCGEP?
5. Any other pertinent comments about the applicant: