



2111 Woodward Ave.  
Suite 1002  
Detroit, MI 48201

**313 800-4005**

## Design Intern

Duration: Summer 2026 (approx. 12 weeks)

Location: In Office - Detroit, MI

Pay: Hourly

Schedule: Part-time with the opportunity for additional hours, overtime, or full-time work as needed based on workload and availability.

## About Us

We are a boutique interior design studio specializing in hospitality, high-end residential, and select commercial environments. Our work blends refined aesthetics with thoughtful functionality, and we collaborate closely with clients, artisans, and consultants to bring elevated spaces to life.

We're seeking a motivated Interior Design Intern to join us for the summer and gain real-world experience across all phases of the design process.

## Position Overview

The Design Intern will support the design team with project development, presentations, sourcing, and studio operations. This internship offers meaningful exposure to client work and day-to-day life in a boutique design firm.

## Key Responsibilities

As a Design Intern, you will provide day-to-day support to the design team and assist with various aspects of studio and project work, including:

- Support designers with ongoing projects through organization, research, and preparation tasks
- Assist with sourcing furniture, finishes, lighting, textiles, and accessories; help request samples and track deliveries
- Help prepare design presentations, mood boards, and client-facing materials
- Assist with drafting updates and basic documentation under designer guidance
- Organize digital and physical project files to ensure accuracy and consistency
- Maintain and organize the materials library and sample inventory
- Attend client meetings, site visits, and installations as an observer or assistant when appropriate
- Provide general studio support, including light administrative and coordination tasks as needed

## Qualifications

- Currently pursuing a degree in Interior Design or Interior Architecture (or related field)
- Strong interest in interior design and eagerness to learn in a fast-paced studio environment
- Proficiency or working knowledge of AutoCAD, SketchUp, Adobe Creative Suite (InDesign, Photoshop)
- Strong organizational skills and attention to detail
- Ability to multitask, take direction, and work collaboratively
- Professional communication skills (both verbal and written)



**PATRICK  
THOMPSON  
DESIGN**

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### **What You'll Gain**

- Hands-on experience across all phases of design projects
- Exposure to real client interactions and project workflows
- Mentorship from experienced designers
- Portfolio-building opportunities
- Insight into the operations of a boutique design firm

### **How To Apply**

Submit the materials below via email to [contact@patrickthompsondesign.com](mailto:contact@patrickthompsondesign.com)

- Resume and Cover Letter
- Portfolio, work samples – file transfer link preferred vs. attachment
- Brief cover letter introducing your interest in the internship