



B. CRAIGHEAD DAVIDSON PAID INTERNSHIP SUMMER 2017

The Greensboro [N.C.] History Museum is pleased to announce a paid internship program underwritten by the B. Craighead Davidson Endowment. The 2017 Davidson Internship is open to undergraduate or graduate students with a demonstrated interest in a museum career, and will offer valuable professional experience at a Smithsonian Affiliate and American Alliance of Museums accredited institution.

The Davidson Internship provides for 125 hours at \$12 per hour for a maximum of \$1,500, and a one-time housing and traveling stipend of \$500. Insurance, sick leave, social security, state and federal taxes are not included. Hours may be worked May – August, with schedule determined after selection.

COLLECTIONS

Learn and apply best professional practices in Collections data management and collection inventories. The intern will play a fundamental role in both the transcription of data and photo library for museum objects in upgraded data management software. Combining inventories, object information, and taking photographs of museum objects will be an important part of this process. Work will involve entering data correctly from worksheets, and adding object images to new and existing records.

Successful applicants will be History or Museum Studies focused and have a serious interest in public history and museums. The candidate should be detailed-oriented and thorough, and value accuracy over speed. Confidentiality is vital, and strong keyboard and computer skills a must. Flexible weekday schedule.

To apply, please submit: 1. a personal statement describing your museum career plans and related experience, your reasons for seeking the internship, and how your efforts might benefit the Greensboro History Museum; 2. a resume with contact information for two academic or work references; and 3. an academic transcript (unofficial accepted). Please send all materials in one email to dean.macleod@greensboro-nc.gov by Monday, April 3. Offers will be extended in April.

The Greensboro Historical Museum, a division of the City of Greensboro Public Library Department, is located in Downtown Greensboro's Cultural District. To learn more about museum programs and opportunities, visit www.GreensboroHistory.org.

