



SUMMER 2019 UNPAID INTERNSHIPS

The Greensboro History Museum is pleased to announce unpaid internships for undergraduate and graduate students who wish to gain valuable experience and possible course credit at a Smithsonian Affiliate and American Alliance of Museums–accredited institution. Internships are available during the summer break, with schedules determined after selection.

To apply, please submit the following materials *in one email* to museum@greensborohistory.org by Monday, March 18, 2019:

- 1. a personal statement indicating the internship below for which you are applying, along with the reasons for your interest in it, and how your work might benefit the Greensboro History Museum;**
- 2. a resume that includes contact information for two academic or work references; and,**
- 3. your academic transcript (unofficial accepted).**

ARCHIVES, MANUSCRIPT DESCRIPTION

Learn and apply archival theory to arrange and describe one or more manuscript collections. Working under the direction of the Archivist, the intern will learn basic preservation measures, how to select and implement an organizational scheme, and how to write a detailed finding aid. You will also do background research and may digitize selected items using archival standards. Completed finding aid(s) will be added to the museum's database and website.

Applicants must have experience doing historical research, including using primary sources. Basic computer skills and work habits that demonstrate attention to detail are essential. Coursework in archival theory and management a plus. *This internship is available beginning in June, with a flexible weekday schedule.*

(continued)



Greensboro History Museum

130 Summit Avenue | Greensboro, North Carolina 27401 | tel 336.373.2043 | fax 336.373.2204 | GreensboroHistory.org

VISITOR STUDIES, EVALUATION RESEARCH AND AUDIENCE DEVELOPMENT

Learn and implement best professional practices in different phases of museum evaluation projects. You will assist with evaluation development and help collect and analyze both quantitative and qualitative data, under the supervision of the Museum Director.

Applicants should be advanced level undergraduate or graduate students with experience and interest in museum and program evaluation. Preference will be given to applicants with background in evaluation, anthropology or sociology. *This internship is available beginning mid-May, and may include a weekday and weekend schedule.*

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The Greensboro History Museum – an AAM-accredited Smithsonian Affiliate – is a division of the City of Greensboro Library Department and operates as a public-private partnership with the nonprofit GHM Inc. Located in Downtown Greensboro’s Cultural District, the Museum shares the city’s compelling history through diverse collections, engaging exhibits, educational programs and community dialogue.



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