



SUMMER 2020 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 and hours determined after selection.

To apply, please submit the online form at greensborohistory.org/internships by Sunday, March 1, 2020. You will need to attach the following three documents:

- 1. a personal statement indicating the internship 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.*

(cont.)



Greensboro History Museum

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

ONLINE RESOURCE DEVELOPMENT

Learn and apply best professional practices in developing digital public history resources. Working under the direction of the Curator of Community History, the intern will support online engagement through the museum's website and social media channels. Possible projects include social media campaigns tied to museum exhibits and programs; web resources and content for greensborohistory.org; or podcasts or video stories utilizing content from the museum's StoryKiosk video storytelling platform.

Successful applicants will have a serious interest in public history and museums, strong interpersonal skills, and the ability to work in a high-energy environment that prioritizes teamwork, creativity and intellectual curiosity. Experience in graphic design, digital storytelling or video production and editing a plus. *Flexible weekday schedule, with some weekend hours possible.*

VISITOR ENGAGEMENT

Learn and apply best professional practices for museum visitor engagement. Working under the direction of the Curator of Community History and the Museum Director, you will staff interactive areas of the museum, including the Connection Point, StoryKiosk and Welcome to the Gate City. You will also have an evaluation project to measure how different engagement strategies work to encourage visitor engagement.

Successful applicants will have a serious interest in public history and museums, strong interpersonal and communications skills, and a willingness to interact with visitors. Experience in customer service helpful. *Flexible weekday schedule, with some weekend hours possible.*

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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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