



SUMMER 2022 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 <https://greensborohistory.org/internships>. You will need to attach the following three documents:

1. a personal statement indicating the internship for which you are applying, a description of your 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. your academic transcript (unofficial accepted).

The application deadline is **Sunday, March 13, 2022**. For questions, e-mail museum@greensborohistory.org

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. The intern 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



Greensboro History Museum

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archival theory and management a plus. *This internship takes place on site in the Museum Archives and is available beginning in mid-May, with a flexible weekday schedule.*

COLLECTIONS, COLLECTIONS RESEARCH

Learn and implement best professional practices in collection research. Working with the Curator of Collections, the intern will help identify, photograph and research items related to US and North Carolina political campaigns in order to identify campaign slogans, candidates and their opponents, and election dates and outcomes.

Applicants should have knowledge of and interest in U.S. and North Carolina history and material culture, as well as experience doing historical research and writing, including using primary sources. Basic computer skills and work habits that demonstrate attention to detail are also expected. Applicants must submit a three to five page double-spaced writing sample from a recent history or related class. *This internship is available beginning in May, with a flexible weekday schedule two-three days each week.*

About the Museum

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. In partnership with the community, the Greensboro History Museum collects the city's diverse history and connects people to that history and one another through engaging exhibits, educational programs and community dialogue. Learn more at <https://greensborohistory.org>

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