



National Museum of *Industrial* History

## The Barnette Internship Program at NMIH

### Description:

The Barnette Internship Program at NMIH is designed to provide preprofessional training to students interested in pursuing a career in history, public history, law, historic preservation, material culture, and museum studies. Barnette interns will work closely with NMIH staff on specific projects related to collections management, archival work, curatorial studies, oral history programs, public affairs, and outreach, and/or museum education. In coordination with the Curatorial Team, the Barnette Intern will be a valued part of a team, working collaboratively with NMIH staff.

### Reports to:

Curatorial and/or Educational Staff

### Internship Responsibilities Include:

- Forging Community Oral History Collection
- Working in our Archives
- Curatorial and Educational Public Outreach
- Exhibition Installation and Deinstallation, as needed
- Processing New Acquisitions
- Inventory and Cataloguing
- Developing Educational Programming

### Qualifications and Skills Preferred:

- Current enrollment in an accredited college or university program. on a B.A. in Education, History, Business or related field preferred
- Must maintain a 3.5GPA in field of discipline
- Confident with speaking in front of groups and ability to represent the Museum professionally
- Excellent customer service and interpersonal skills
- Strong planning, organizational and problem-solving skills
- Strong knowledge and/or interest in industrial history preferred
- Excellent verbal and written communication skills
- Ability to work independently and as part of a team
- Detail-oriented
- Knowledge of Microsoft Office 365 required
- Ability to work a flexible schedule, including some weekends and/or evenings as necessary

**Rate of pay:**

This position is part-time, with an expectation of 10-15 hours per week. Stipend amount of \$2500 provided for academic year appointment. Assistance with housing arrangements are available. This role is not eligible for benefits. Some weekends, evenings, and holidays may be required.

**Application Process:**

To be considered for this competitive, paid position, please submit your application, resume, and three references by May 31 to [info@nmih.org](mailto:info@nmih.org). Please specify "Barnette Internship" in the subject line.