SPRING 2018 UNPAID INTERNSHIP

The Greensboro History Museum is pleased to announce an unpaid internship for an undergraduate or graduate student who wishes to gain valuable experience and possible course credit at a Smithsonian Affiliate and American Alliance of Museums-accredited institution. The internship is available January - May, with schedules determined after selection.

COLLECTIONS INVENTORY INTERNSHIP

Learn and apply best practices in working with collections of original objects. On-site training in museum handling and registration with three-dimensional collections is an integral part of this internship. You will work closely with the Registrar/Curator to complete an inventory project by reviewing current records, assisting with storage and housing of objects, learning to make mounts and custom boxes, taking photographs and writing condition assessments.

Desired skills include attention to detail, research and standard writing ability. Enrollment in an undergraduate or graduate program is required; coursework in history or museum studies a plus. Flexible weekday schedule, prefer Tuesday, Wednesday or Thursdays.

To apply, please submit the following materials in one email to Dean MacLeod at dean.macleod@greensboro-nc.gov by Friday, November 17, 2017:

1. A personal statement indicating the internship for which you are applying, with a description of the reasons for your interest and how your work might benefit the Greensboro History Museum;

2. Your current transcript (unofficial transcripts accepted);

3. Your resume (maximum two-pages) with contact information for two school or work references.

Applications will be forwarded for review and candidates will be contacted by relevant staff. Please, no phone calls.

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The Greensboro History 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.