Spring & Summer 2017 Internship Announcement:

The Wharton Esherick Museum hosts undergraduate and graduate students with an interest in careers in museums and historic sites for internships which allow students to do professional work and hands-on learning in small museum operations. Interns will develop an understanding of the interrelated roles of small museum departments and may also have the opportunity to develop and work on special projects tailored to their needs.

Students with strong backgrounds in Fine Arts, Art History, Museum Studies, Museum Education, Arts Administration, Historic Preservation and other related fields are encouraged to apply. Internships may be arranged to accommodate any semester throughout the year ranging from six to twelve weeks depending on school requirements and museum needs. Hours vary depending on placement and availability. Internships are unpaid, though academic credit may be possible.

To apply for an internship, submit the following information to Julie Gannaway, Executive Director at julie@whartonesherickmuseum.org. No phone calls please.

- A cover letter stating which internships you are interested in and the experience you bring to the particular areas, as well as what you hope to gain from an internship at the Wharton Esherick Museum.
- A résumé including a list of relevant coursework.
- Your preferred dates and hours of availability.

Application Deadlines
Spring Internships: February 1
Summer Internships: April 1

More about the Wharton Esherick Museum: www.whartonesherickmuseum.org

Collections Management Internship
The Collections Management Internship is open to graduate and undergraduate students interested in gaining experience in basic collections management practices and protocols including processing objects, object inventory, environmental monitoring, integrated pest management, condition reporting and object documentation, database maintenance, and other duties that contribute to the stewardship of the collections. Interns will work directly with the Museum Curator. A background in Art History, History, Museum Studies, or a related field is required; excellent organizational skills and basic computer literacy are essential. The ideal
candidate will be available at least one day or 8-10 hours a week (Monday through Friday) for a period of at least three months. Hours and days are negotiable.

Marketing & Communications Internship

The Marketing and Communications internship is open to graduate or undergraduate students interested in gaining experience in communications and marketing for museums and cultural institutions. The Marketing and Communications Intern will assist with all aspects of promoting the Museum, including audience development, media research and planning, writing and editing, social media marketing, event planning, media tracking, data reporting and analysis, and some administrative tasks. A background in Communication and Media Studies, Journalism or a related field is required, as are strong writing and research skills. The ideal candidate will be available at least one day or 8-10 hours a week (Monday through Friday) for a period of at least three months. Hours and days are negotiable.