

## Fall 2022 Internship Opportunities at the Valentine

Application Deadline September 12, 2022

Apply online:

Questions: [smccrimmon@thevalentine.org](mailto:smccrimmon@thevalentine.org)

### Adult Programs Internship

The Education and Engagement department is seeking an intern interested in museum education as well as public programming. The intern will work closely with the Adult Programs and Tours Manager to update and develop new adult outreach programs as well as assist with the Controversy History series.

Candidates should have foundational knowledge of Richmond history, excellent research skills including experience with primary source material, and strong written and oral communication skills.

The Valentine's Interactive history outreach programs investigate Richmond's past and present with engaging multimedia programs that use the Valentine's collection of primary sources to explore a variety of themes. The intern will work on updating and developing previous museum exhibits into PowerPoint presentations.

The goal of the Controversy/ History series is to provide a forum for exploring the challenges that impact the Richmond community, sharing historical context as well as quantitative data and encouraging participant involvement in shaping the region's future.

### Duties Include:

- Historical research on series topics and collaboration with Valentine staff to develop and
- finalize presentations
- Collections research for images or objects related to topics
- Development of PowerPoint presentations
- Providing logistical support at events including set up, breakdown, helping with checkin. Controversy/ History events take place on the first Tuesday of the month from 6-8pm \*If in-person
- October – February
  - Assist with administrative tasks as needed
  - Attending and participating in occasional planning meetings

Qualifications include: A strong interest in and foundational knowledge of Richmond history, excellent research skills, excellent written and verbal communications skills, ability to work independently and creatively.

Candidates should be graduate level or upper level undergraduates (Junior/ Senior) currently pursuing a degree in Museum Studies/Education, History, Art History, Historic Preservation or a related field

Wage & Hours: Grant funded stipend available in the amount of \$1500.00 per semester. Flexible Schedule, approximately 10 hours per week.