

# Valentine Studio Guest Register Internship

Application Deadline: 11:59pm on Sunday, March 12, 2023

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

**Position Description:** The Valentine Museum has in its archival collection two guests books detailing the visitors to the studio of Richmond-artist Edward Valentine (1838-1930). Valentine's best-known sculptures include the Jefferson Davis statue that was once on Monument Avenue in Richmond and the Recumbent Lee sculpture that stands over Robert E. Lee's tomb at Washington & Lee University. The guest registers detail the visitors to Valentine's Studio and include the date of their visit, name, and hometown. This intern will begin a transcription of the guest books and organize listings into a spreadsheet. This position also entails doing historical research on individuals mentioned in the guest book, crafting brief biographies and logging their hometowns on a custom Google Map.

## Duties Include:

- Transcribing 19<sup>th</sup> century handwriting
- Conducting biographical research and composing brief biographies of visitors to Valentine's studio
- Generating a spreadsheet of transcribed guest registers
- Creating a custom Google map to illustrate where studio visitors were coming from

**Qualifications include:** A strong interest in and foundational knowledge of Richmond and Virginia 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 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 10-20 hours per week.

*This position will be primarily virtual, with occasional onsite meetings*

