



## History Colorado

### External Announcement – Internship Opportunity

**Internship Title:** Fort Garland Museum & Cultural Center Education Internship

**Internship Location:** Fort Garland, CO

**Stipend:** \$4,000. The stipend is not salary or compensation. The stipend is meant to support study and research during the tenure of the appointment. *Qualified candidates may receive academic credit through their college or university.*

**Apply by:** May 5, 2023

**Desired Schedule:** June - August 2023 for a minimum of 300 hours Monday-Friday.

History Colorado is committed to anti-racism practices across its institution and outlined in [these](#) grounding virtues. As such, we encourage members of Black, Indigenous, People of Color (BIPOC) LGBTQ+ and persons with disabilities communities to apply for this internship.

**Broad Scope of Position:** History Colorado is seeking an intern to join our education team at the Fort Garland Museum and Cultural Center. The intern will assist our Education Coordinator with research, capacity building, and facilitation of programming. The ideal candidate must be comfortable creating educational programming for adult and youth audiences, working with K-12 students, and creating programs and activities for our educational programming and events.

Additional duties include:

- Lead hands-on informal programs for all educational programs
- General materials management
- Design and scheduling of individual educational programs
- Set up activities and clean up spaces before and after educational programs
- Monitor program supplies and request replenishments when needed

Outcomes: Through this internship, students will develop a greater understanding of educational standards, curriculum and program design and facilitation, expand oral and written communication skills, and increase skills for learning and working with people of diverse backgrounds, all while exploring Colorado's rich history.

**Desired Skills & Academic Field of Study:** Current High School Juniors or Seniors and Undergraduate and Graduate Students interested in or currently pursuing a degree in Education, child development, Art, History, Anthropology, Museum Studies, Sociology, Humanities, Social Sciences, English, or related fields preferred.

- Enthusiastic, hardworking with excellent organization and communication skills.
- Familiarity with or willingness to learn Google Suite
- Basic computer and internet literacy
- Creative-minded

- Strong communication skills
- Ability to work independently and meet deadlines.
- Formal or informal experience working with children ages 5 to 16 or Interest in working with K-12 students.
- Demonstrated ability to work well under pressure with a positive attitude and creative problem solving skills

**To Apply for this Position:** Submit a resume, cover letter, and your answer to the question below to Antonia Ortiz, Education Coordinator, [antonia.ortiz@state.co.us](mailto:antonia.ortiz@state.co.us).

History Colorado is committed to advancing the work of anti-racism, and our staff have developed guiding virtues to inform that work. How would you contribute to these virtues in your position at History Colorado?

Please go to the link below to see the virtues:

[https://www.historycolorado.org/sites/default/files/media/document/2020/Anti-Racism\\_Grounding\\_Virtues.pdf](https://www.historycolorado.org/sites/default/files/media/document/2020/Anti-Racism_Grounding_Virtues.pdf)

**Vaccine Verification & Safety Procedures:**

All interns who do their service on site (at any of our History Colorado locations) are required to send verification of vaccination (no vaccination records will be shared with anyone outside of the HR staff and records will be kept securely in the HR office). Verification will be a part of the onboarding process.

**\*\*A condition of employment is the successful completion of a background check.**