Internship Title: Metro State Business & Industry Collections Internship (2 available)

Internship Location: History Colorado Center, Denver, CO

Application due: September 1, 2023

Stipend: $2,500. 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 Metropolitan State University.

Desired Schedule: Approximately 10 hours per week, over 15 weeks, for a total of 150 hours during the fall semester.

Broad Scope of Position: This internship available to students currently enrolled at Metropolitan State University will begin by exploring the two primary goals of curation: gaining intellectual control over collections and communicating that knowledge to others. Additionally, they will learn skills that support the two primary goals of curation, such as working with donors, processing collections, and legal and ethical requirements of the museum profession.

Outcomes: This internship will provide the Metro State student with valuable on-the-job training in the broad scope of collections: from identifying and contacting potential donors and accessioning collections to cataloging and processing new collections and researching and photographing legacy artifacts to enrich catalog records. The intern will work closely with the business and industry curators, but must direct their own projects. By the end of the internship, the intern should be able to understand donor relations, the legal requirements and ethics of curation, how to process and catalog artifacts, and how to conduct basic historical research. The intern will complete a written piece, such as a blog post, as a reflection of their experiences and what they gained from what they learned.

Desired Skills & Academic Field of Study:

- An interest in museum work and/or history and a minimum one semester of museum studies, history, anthropology, or other related fields.
- Ability to follow directions well.
- Comfortable talking with people and listening with empathy.
- Detail-oriented with an ability to synthesize information.
- Comfortable being self-directed but willing to ask questions and seek direction when unsure.

History Colorado is committed to anti-racism practices across its institution and outlined in our 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.

To apply for this position: Submit a cover letter, resume, three references, and your answers to the questions below to Director of Volunteer Engagement Emily Dobish, emily.dobish@state.co.us.

1) History Colorado seeks to advance the work of anti-racism. These Grounding Virtues are the result of our collective process. Please answer this question: How have these guiding principles shown up in your previous work and/or how would you contribute to these virtues in your internship position at History Colorado? after reading our Grounding Virtues here: https://www.historycolorado.org/sites/default/files/media/document/2020/Anti-Racism_Grounding_Virtues.pdf

2) What is your most memorial museum experience and why?

3) What are your career goals, as they relate to this internship? How would this internship help you reach those goals?

** All interns must successfully complete a background check.