



History Colorado

External Announcement – Internship Opportunity

Internship Title: Museum of Memory Intern - Fort Collins

Internship Location: Hybrid in person/remote (Based in Fort Collins)

Qualified candidates may receive academic credit through their college or university.

Apply by: May 1, 2023

Desired Schedule: 180 hours total (12 hours per week for 15 weeks - May through August).

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: The Intern will support Museum of Memory (MoM) in tasks related to the preservation, access and dissemination of Museum of Memory projects taking place in Northern Colorado (Fort Collins and Greeley). Museum of Memory hosts 3-4 memory jogging sessions, resulting in a co-created shareback by, for, and with the community. This is done through mediums of art, oral history collection, documentaries, photography and other means by which we community selects to preserve their collective memories. This position assists in the continuum of the workshop process, as well as the community shareback as it aids in our larger effort for preservation and access to all Coloradans and beyond. Support includes, but is not limited to:

- Assisting with the documentation and donation of project outcomes to the permanent History Colorado collection.
- Indexing and interpretation/transcription and conducting oral histories,
- Collaborating with MoM staff in the design and implementation of strategies for dissemination of MoM project outcomes with community and schools (eg. outreach efforts, website, data storytelling efforts)
- Assisting in carrying out the community/youth -led memory project and activities (including community engagement, memory workshops, and collecting of oral histories), and arranging public programs/activity to share the outcomes with the community (ie. photo-scanning days, community mapping and additional activities)
- Assisting in documenting, sharing, and disseminating information, events, activities relating to Museum of Memory in relevant HC's platforms.
- Supporting in conducting, surveying, or analyzing evaluation of MoM projects

Outcomes: The intern will have the opportunity to work directly at a grassroots level with community engagement. They will also learn the importance of facilitation and leading big groups of community participants and learn how to lead and assist with the documentation and donation of project outcomes to the permanent History Colorado collection.

About Museum of Memory (MoM)

History Colorado's Museum of Memory is a public history initiative that works with communities to co-author their shared history and explore their collective past on their own terms in ways they want to remember it. Museum of Memory has conducted community-based memory projects throughout Colorado, engaging with residents, schools and community-based organizations to tell, collect, preserve and share their stories of place. We have learned the importance of supporting communities whose stories have been left on the margins to reanimate, center and amplify their histories. Drawing on our tested practice, MoM is rooted on the idea that when people see themselves as the creators and makers of their own history, they come to see themselves as the writers of their own destinies, legacies, and preservation of personal and collective memory. It brings communities together creating a space for residents to actively and energetically participate in crafting a shared historic record. We provide interactive training to guide cultural institutions interested in conducting similar kinds of work.

Desired Skills & Academic Field of Study: Undergraduate, Graduate Students, or recent graduates interested in or currently pursuing a degree in Social Sciences (Anthropology, Archaeology, Economics, Geography, History, Law, Linguistics, Politics, Psychology and Sociology.) *Preferred but not required.*

- Creative, self-motivated, an intellectually curious individual committed to amplify, preserve, and make accessible the history of underheard communities.
- Good written and verbal communication skills
- Familiarity with Google Suite (e.g. Google Drive, Docs, Sheets, Forms) , Microsoft Word, Excel, PowerPoint,
- Comfortable working with diverse communities, adults, and teens.
- Analytical skills to interpret and evaluate data
- Comfortable working remotely, and in person for community events
- Visual design skills and experience working with visual design and video editing tools (e.g. Adobe, Illustrator, Canva, Youtube).
- Self-starter with excellent organizational skills, attention to detail, and the flexibility to work with diverse stakeholders
- Ability to adapt strengths and experience to continue, change, or make new procedures
- Effective communication and cooperation with colleagues
- Availability to travel between Fort Collins, Greeley and surrounding towns
- Optional: Bilingual (Spanish/English)

To Apply for this Position: Submit a resume, cover letter, and your answer to the question below to Emily Dobish, Director of Volunteer Engagement, emily.dobish@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

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

Process and Estimated Timeline:

- April 7, 2023: Application opens
- April 17 -20, 2023: [Introduction to Museum of Memory: Information Session for applicants](#)
- May 1, 2023: Deadline for submitting internship applications
- May 8-11, 2023: Application review and decision-making
- May 12, 2023: Recipients Announced
- Week of May 15 -19, 2023- Intern begins, partakes in Museum of Memory Bootcamp
- May–August, 2023: Project implementation
- August 1 - 14 2023: Intern learns and preps for inauguration of MoM Shareback
- August 31, 2023: Internship ends
- September 15, 2023: Fort Collins Mural Inauguration (Intern can assist, or simply be an attendee)