

## Museum Education Intern

The Elkhorn Valley Museum (EVM) seeks a summer museum education intern for 9-12 weeks (up to 360 hours) during May-August 2017. This education internship is a cross-disciplinary internship designed to add more nature, science, and history elements into museum exhibits, programs, and visitor experience. The intern will participate in daily museum activities including opening and closing the museum. About 30% of the internship will be working in the Verges Park garden, staffing the bird library, staffing the historic buildings in Verges Park, or staffing the front desk. The remaining 70% will be spent on specific program or exhibit projects.

Built in 1997, the Elkhorn Valley Museum is a regional museum in the largest city in Northeast Nebraska. EVM's artifact collection documents the history of the region and includes a variety of items including textiles, furniture, agricultural implements, housewares, and military artifacts. EVM is also home to the Johnny Carson Gallery and the Johnny Carson collection.

### Internship Duties:

- Assist and/or lead Nature Discover Camp June 6<sup>th</sup>-9<sup>th</sup>
- Assist and/or lead Time Travelers Discovery Camps on Fridays
- Assist and/or lead nature and history activities during special events and museum outreach programs
- Develop and present nature-related programming including a weekly story time and activity hour for families with young children
- Staff the Lueshen Bird Library
- Lead tours or answer questions in the Verges Park garden
- Work in the garden or park. This may include planting, weeding, watering, etc.
- Maintain the Verges Park bird feeders and bird bath
- Staff the front desk as needed
- Create interactive nature/science and history elements for the exhibits
- Create interactive nature/science and history elements for the Children's Discovery Zone
- Assist with museum events
- Contribute to EVM's newsletter and/or social media
- Attend Annual Meeting Potluck June 8<sup>th</sup> at 6:30pm

### Internship Length and Dates

- Up to 360 hours total. We prefer 10-12 weeks, averaging 30 hours/week
- Flexible start and end date
- Flexible workweek is regularly Tuesday through Saturday, may include occasional nights
- July 4<sup>th</sup> will be a work day

### Housing Options

- Rental housing may be available at Northeast Community College dorms
- A bedroom with a friend of the museum may be available for rent, if desired
- Check local classifieds for apartment listings

## Qualifications

- Currently enrolled in or recently graduated from an undergraduate program in environmental studies, biology, history, anthropology, education, or a related field
- Coursework in the sciences and humanities
- Experience working with children
- Experience working with the public
- Excellent computer skills
- Familiarity with Microsoft Office and social media
- Ability to work independently
- Strong sense of curiosity

## Compensation

- \$10 per hour

Please send Cover Letter, Writing Sample, Resume, and list of References to [ryan@elkhornvalleymuseum.org](mailto:ryan@elkhornvalleymuseum.org). Applicants will be reviewed on a rolling basis. Closing date April 1<sup>st</sup> or when filled.