**Curatorial/Exhibits: Reports to Curator/Historian**

Applications are due **Sunday, August 28 at 11:59 PM**. Fall 2022 interns will begin the week of September 6.

Applicants should email their resume as an attachment (PDF or Word doc) to careers@spmoh.org and include their desired track name (or names) in the subject line (Ex. Marketing Intern – John Doe Application if applying to one or Archives & Collections Intern / Curatorial/Exhibits Intern Jane Doe Applications if applying to multiple tracks. Please note you can only complete 1 track).

All interns will receive hands-on experience, learning opportunities, portfolio materials, opportunities to meet with Board members (many of whom are prominent members of the community), free admission for 2 to a walking tour during the internship program time period (with reservations) and a free student membership at the successful conclusion of the internship program.

**Overview:** The Curatorial Intern will perform research and provide support for curatorial work and upcoming exhibitions, as well as new collection/archive acquisitions, all of which focus predominantly on St. Petersburg, the Tampa Bay area, and Florida history.

**Requirements:** The candidate should be well-organized with good attention to detail and deadlines, capable of performing in-depth research, knowledge of working with digital images, and good written English skills. While it is important to be able to work in a team, it is also crucial the candidate be able to work independently.

**Projects/Assignments:** The Curatorial Intern will assist the Museum Curator and Historian with general departmental tasks, as well as exhibition and collection specific projects. In addition to assisting the Curator, the candidate will at times be able to coordinate/work with Marketing and Archives staff, volunteers, and interns.

 Tasks may consist of but not limited to the following duties:

* Research of various stories to be told within exhibits and social media
* Selection and researching of artifacts or archival items used in exhibits
* Design and layout of exhibits in cooperation with Curator
* Installation of exhibits when applicable
* Maintenance of exhibits while open to the public

They will be able to learn about the planning and research processes of exhibitions, and upkeep of the permanent collection. They will also have the opportunity to write a few blog and social media posts in relation to exhibitions and/or collection objects with the assistance of the Curator.

Interns have first-hand experience in studying objects planned for exhibition, research collections and help the Curator with curatorial matters, all related to local historical objects, peoples and events.