

INTERNSHIPS AND OTHER OPPORTUNITIES FOR UNDERGRADUATES HISTORY DEPARTMENT

NEW JERSEY

Museums & Archives

- *Newark Museum*

Summer Internship Deadline: PASSED

Fall Internship Deadline: August 1, 2020

Winter Internship Deadline: December 1, 2020

The Newark Museum Internship Programs are designed to provide interns with an overview of the Museum industry at large and the Newark Museum specifically, as well as the museums' partnership with the City of Newark. Internship opportunities are offered year-round in all of its major departments including Curatorial, Registrar, Education, Marketing/Public Relations, Exhibition Design and Library.

For more information see: <http://www.newarkmuseum.org/newark-museum-internship-programs>

- *The New Jersey Historical Society*

Applications accepted based on position availability

Current openings in: Manuscript Curatorship; New Jersey historical research; Communications; Development; Exhibitions and Research; Museum Collections; Museum Education and Public

The New Jersey Historical Society is a statewide, private nonprofit historical museum and library dedicated to preserving and interpreting the intricate political, social, cultural, and economic history of New Jersey. Internships at the Historical Society are diverse. Placements are made based on the interest and skills of the applicant and the availability of supervision and projects. Applicants should send a cover letter with reasons why s/he would like to be placed in a specific position and a resume to the Director for Programs and Collections. After the initial discussion, the applicant will meet with an appropriate supervisor to determine schedules and projects. Hours and schedules are flexible. Many students have participated in internships to earn high school, college, and graduate course credits. Check with your school for more information.

For more information see: <http://jerseyhistory.org/internship-description/>

- *The New Jersey Room – Jersey City Public Library*

Positions are always available; contact Cynthia for more information

The New Jersey Room is a collection of materials about New Jersey with an emphasis on Jersey City and Hudson County. The collection, numbering about 20,000 volumes, includes both current and historical information. In addition to books, the New Jersey Room has a complete collection of all published Jersey City/Hoboken city directories dating from 1849 to 1925; an index for the Jersey Journal for the years 1912-1954 and 1969 to the present, a picture collection of over 13,000 images; hundreds of historic and contemporary maps; over 150 periodicals; manuscript collections; and several thousand topical files. The New Jersey Room has a special relationship with Saint Peter's University and is always looking for interns to help with their numerous projects.

For more information contact:

Cynthia Harris, Manager & Archivist of The New Jersey Room
Jersey City Free Public Library
The New Jersey Room, Thirds Floor
472 Jersey Ave.
Jersey City, NJ 07302
(201) 547-4503
<http://www.jclibrary.org/locations-a-hours/main-library/new-jersey-room>

- *The New Jersey State Museum*

Applications accepted based on departments' availability
Summer Internship Deadline: April 30, 2020

The State Museum has numerous opportunities for students who want to learn more about their fields of study, gain valuable experience, or to broaden their interests. Multiple intern opportunities exist in each of the Museum's five bureaus (Archaeology/Ethnology, Cultural History, Education, Fine Art, and Natural History Planetarium). Duties may include working in the bureau's office, laboratory, collections management, library, or helping with research, exhibitions, education and field work.

For more information see: https://www.nj.gov/state/museum/dos_museum_volunteer.html

- *Morris Museum*

Currently Seeking Interns for Development, Marketing, Events, and Theatre

The Morris Museum celebrates art, science, history, and the performing arts by providing engaging exhibitions and programs, all of which are designed to excite the mind and promote cultural interests. The Museum strives to educate, entertain, and inspire diverse audiences of all ages, abilities, and backgrounds. The Morris Museum offers internships with our Marketing, Events, Management, Theatre, Collections and Exhibitions, Curatorial, and Development Departments. We provide year-round, summer or fall/spring placements. Our program includes a

rich development environment and meaningful objectives, evaluations and future recommendations and references.

For more information see: <https://morrismuseum.org/internships/>

NGOs & Nonprofits

- *Passaic County CASA*, Wayne, NJ

Currently Accepting Applications

NOTE: THIS IS AN UNPAID, VOLUNTEER EXPERIENCE

Passaic County CASA is a nonprofit organization that recruits, screens, trains, and supervises volunteers to “Speak Up for a Child” removed from home due to abuse or neglect. CASA is the only program in New Jersey that uses trained volunteers to work one-on-one with children, ensuring that each child receives needed services and achieves permanency in a safe, nurturing home. Internship responsibilities include aiding in submitting court reports, gathering documents for the court, data entry and file organizing, and opportunities to shadow supervisors in the field.

For more information see: <https://www.passaiccountycasa.org/getting-started/>

- *Women and Family Ascending Association*, Wayne, NJ

Currently Accepting Applications

NOTE: THIS IS AN UNPAID, VOLUNTEER EXPERIENCE

Our mission is to help out the community overcome issues such as: poverty, unemployment, hunger, sexual abuse, domestic violence, and other social maladies by empowering them through various social programs. We aim to reduce isolation, build connections within & between families, and in the community. Volunteers will assist with fundraising, event organization, office management, social media, and organization communications (bilingual applicants are encouraged!).

To volunteer email: wafaa@wafaaorganization.org

NEW YORK CITY

Museums & Archives

- *The Lesbian Herstory Archives*

Positions are always available; contact the Archives to propose internship dates

The Lesbian Herstory Archives (located in Park Slope, Brooklyn, NYC) is looking for graduate and undergraduate students who are interested in library and/or archives studies with a demonstrated interest in Lesbian Studies, Women's History and LGBT Activism. We have a number of exciting projects for the upcoming academic year working with video and audio collection cataloging, digitization and preservation, metadata management, processing special collections and cataloging books and periodicals. There will also be the opportunity to plan exhibits or events and to attend workshops and classes. Interns will get to meet professionals in a wide variety of analogous fields and have many networking opportunities including site visits and guest lecturers.

For more information see: <http://www.lesbianherstoryarchives.org/intern.html>

- *The Museum of Jewish Heritage -- A Living Memorial to the Holocaust*

Museum Educator Internship Deadline: April 6, 2020

General Internship applications accepted on a continual basis

The Museum of Jewish Heritage – A Living Memorial to the Holocaust is New York's contribution to the global responsibility to never forget. The Museum is committed to the crucial mission of educating diverse visitors about Jewish life before, during, and after the Holocaust. As a place of memory, the Museum enables Holocaust survivors to speak through recorded testimony and draws on rich collections to illuminate Jewish history and experience. As a public history institution, it offers intellectually rigorous and engaging exhibitions, programs, and educational resources. The museum offers internship opportunities throughout the year.

For more information see: <https://mjhnyc.org/internships-and-fellowships/>

- *The Jewish Museum*

Applications accepted on a rolling basis

For more than a century, the Jewish Museum has illuminated art and Jewish culture from biblical times to the present, offering intellectually engaging and educational exhibitions and programs for people of all ages and backgrounds. The Jewish Museum offers fall, spring, and summer internships for undergraduate and graduate students, and beginning professionals. Most internships are unpaid and are available in a wide range of museum departments including curatorial affairs, collections and exhibitions, membership, marketing and communications, and

development. Our internship program is highly competitive, and acceptance is based upon academic achievements, interests, experience, related skills, motivation, and availability.

For more information see: <https://thejewishmuseum.org/careers#internships>

- *Museum of the City of New York*

Applications accepted on a rolling basis based on departments' availability

The Museum offers a variety of fall, spring, and summer internships for college and graduate students. Acceptance into the internship program is based on academic achievement, interests, experience, and availability. Applications are rolling, but follow a semester timeline. Time commitments are flexible and dependent on the Museum's needs. All internships are unpaid. Internship opportunities are available in American Art Collections, the LOOK [magazine] Collection Project, Development, The F.A.O. Schwartz Education Center, Graphic Design, Human Resources, Information Technology, Marketing & Communications, Membership, Public Programs, and Third Party Events. To apply, submit the internship application, your resume, and cover letter to interncoordinator@mcny.org.

For more information, see: <https://www.mcny.org/employment>

- *The New York Historical Society*

Summer Internship Deadline: April 17, 2020

The New-York Historical Society is offering part-time internships in both our museum and library divisions. From modeling creative exhibition layouts to researching with our curators and educators, college and graduate interns experience unparalleled career development and cultivate fruitful professional relationships. Applicants who are selected to participate in this rewarding yet demanding experience will either be paid a stipend of \$1500 or receive academic credit, depending on the intern's school requirements. The fall internship program will run September through December (unless otherwise specified), and interns may work up to 120 hours throughout the duration of the program. Internships are also offered at other times throughout the year.

For more information and to apply, see:

<https://www.nyhistory.org/careers/college-and-graduate-internships>

- *The Brooklyn Museum of Art*

Applications are halted during COVID-19 outbreak, but check back for more information

Learn from, and work with, experts from all areas of the Brooklyn Museum. As an intern, you'll be paired with a supervisor and integrated into one of our departments, participating fully in day-to-day workplace activities and projects with the guidance of full-time staff members. In addition to gaining extensive work experience, you'll have the opportunity to attend seminars that focus on the role of museums in society today, and how they might imagine the future.

Check back for new internship opportunities to be posted soon. In the meanwhile, feel free to get in touch with us at internships@brooklynmuseum.org.

For more information, see: www.brooklynmuseum.org/about/careers/summer_interns_program

- *The Intrepid Sea, Air, and Space Museum*

The Intrepid Museum College Internship Program offers internships for undergraduates and graduates to gain practical experience and museum industry insight through work in various departments. Interns are offered a stipend, and requirements for obtaining college credit can generally be accommodated. The minimum work requirement for an internship depends on the position and can range from 15 to 30 hours per week. Current opportunities are open in our Development, Information Technology, Marketing & Promotions, and Public Relations offices.

For more information and to apply, see:

<https://www.intrepidmuseum.org/Are-You-In/Careers/Job-Opening/Internships/Intrepid-College-Internship-Program.aspx>

- *The Paley Center for Media*

Currently seeking summer interns

The Paley Center for Media invites media focused, undergraduate students to apply to our Internship Program. Paley Interns will have the opportunity to participate in a structured and rewarding program designed to provide practical work experience and a unique insight into the worlds of network, cable, international broadcasting, and museum operations. Internships are unpaid but can be taken for college credit.

For more information, see: <https://www.paleycenter.org/about-internships/>

NGOs

- *The United Nations*

Please see website for deadlines

If you are thinking of entering the world of diplomacy and public policy, an internship at the United Nations could be the ideal start for you. The objective of the internship is to give you a first-hand impression of the day-to-day working environment of the United Nations. You will be given a real chance to work with our people. As part of our team, working directly with outstanding and inspiring career professionals and senior management, you will be exposed to high-profile conferences, participate in meetings, and contribute to analytical work as well as organizational policy of the United Nations. Initially you will take on the amount of responsibility you can shoulder; the potential for growth, however, is yours to develop.

For more information see:

<https://careers.un.org/lbw/home.aspx?viewtype=SJ&exp=INT&level=0&location=All&occup=0&department=All&bydate=0&ocnet=0>

PENNSYLVANIA

Museums & Archives

- *Historic Bethlehem Museums and Sites*

Applications accepted throughout the year

The mission of Historic Bethlehem Museums and Sites is to bring history to life by educating the public about Bethlehem's rich heritage, by preserving historic sites and by collecting, preserving and exhibiting historical and artistic objects that can be used to tell the stories of Bethlehem's people. We at Historic Bethlehem Museums & Sites offer an array of internship opportunities that give students the educational tools to be successful in their careers.

For more information and to apply, see <https://historicbethlehem.org/internships/>

- *Pennsbury Manor, William Penn's Country Estate*

Applications accepted on a rolling basis

Pennsbury Manor is a reconstruction of William Penn's home along the Delaware River. The reconstruction, based upon archeological finds, written documents, and research of the period, was opened to the public in 1939. We offer unpaid internships in the spring, summer, or fall to Undergraduate and Graduate students interested in the Museum Field. We understand the value of their work and our responsibility to mentor the next generation of Museum/Historic Site professionals. Each internship is tailored to the student's interests and goals by focusing on a specific project that can be used on the students' resumes.

For more information, see <http://www.pennsburymanor.org/volunteers/internships/>

- *The Franklin Institute*

Currently accepting applications for Summer 2020

Founded in honor of America's first scientist, Benjamin Franklin, The Franklin Institute is one of the oldest and premier centers of science education and development in the country. The Franklin Institute Internship Program allows students to fulfill school-sponsored internships through volunteering. Internships are for credit or non-credit as determined by you and your school. Goals of the internships are matched to the needs of the Institute. Interns work in almost every area of the Institute, working alongside staff and completing projects independently.

Please see: <https://www.fi.edu/join-our-team/internships>

- *The Historical Society of Pennsylvania*

Summer Deadline: April 15

Fall Deadline: July 1

History is alive at HSP. We believe that America's history belongs to all citizens and we strive to make sure all Americans have access to their heritage. HSP's remarkable holdings together with its educational programming make it one of the nation's most important special collections libraries: a center of historical documentation and study, education, and engagement. Applicants interested in completing an internship at HSP should send a cover letter and resume to the contact person listed for each position. A background check and interview may be necessary.

For more information, see: <https://hsp.org/about-us/opportunities/internships>

- *Pennsylvania Carpenter's Hall*

Applications accepted on a rolling basis

Owned and operated by The Carpenters' Company since it was built in 1773, Carpenters' Hall hosted the First Continental Congress and was home to Franklin's Library Company, The American Philosophical Society, and the First and Second Banks of the United States. Carpenters' Hall is open to the public and welcomes over 150,000 visitors from locations all over the world to this wonderful historic Georgian style building each year. The Carpenters' Company seeks dependable individuals who are interested in interpreting the history of the Hall and the Company to visiting guests from all over the world. [This is a volunteer opportunity.] We are looking for someone with a positive demeanor who is versatile enough to speak comfortably in front of a large audience of school children as well as families and local patrons. Qualifications: Previous volunteer or job experience interacting with people; Enthusiasm, maturity, common sense, dedication, initiative and reliability; Passion for history, specifically American History; Ability to make information accessible and interesting to others.

For more information, see: <http://www.carpentershall.org/volunteer>

NATIONAL

WASHINGTON, D.C.

- *Amnesty International USA*

All people have fundamental human rights. But those rights are abused or denied every single day. When that happens, Amnesty International finds the facts, exposes what's happening, and rallies people together to force governments and others to respect everyone's human rights. We engage people in the U.S. to fight injustice all around the world, while we also work to protect people's human rights here in the U.S. Amnesty International USA has more than a million members and activists in all 50 states, who are part of a larger global movement of 7 million people in 150 countries. We are a democratically governed, grassroots membership organization.

For internship opportunities and more information, see: <https://careers.aiusa.org/>

- *American Civil Liberties Union*

Applications accepted on a rolling basis until positions are filled

For nearly 100 years, the ACLU has been our nation's guardian of liberty, working in courts, legislatures, and communities to defend and preserve the individual rights and liberties that the Constitution and the laws of the United States guarantee everyone in this country. With more than 2 million members, activists, and supporters, the ACLU is a nationwide organization that fights tirelessly in all 50 states, Puerto Rico, and Washington, D.C., to safeguard everyone's rights.

To find internship and volunteer opportunities, see: <https://www.aclu.org/careers>