

Position Announcement
Shelburne Museum
Summer 2016

Education Program Summer Interns (4)

Founded in 1947 by pioneering collector Electra Havemeyer Webb (1888-1960), Shelburne Museum is one of the nation's finest and most diverse museums of art, Americana, and design. Comprised of 38 buildings on 42 acres and housing over 100,000 objects, the Museum is renowned for its Impressionist paintings, folk art, quilts and textiles, decorative arts, American paintings, and horse-drawn vehicles.

Description:

The 9 week internships run from Monday, June 13 through Friday, August 12, 2016.

In these fast-paced, hands-on intern positions successful candidates will work in one or more of several education department programmatic areas: summer camps; family programs and activities; special events; and adult programming. Program assistants will work as camp counselors, assist with logistical planning, set up, and execution of special day and evening events, and work in the family activity center leading daily artmaking activities. Interns will also be assigned wide-ranging administrative and educational duties. Expect some long days, significant logistical work in preparation for events and on-going public interaction.

Experience and Skills:

Candidates must be comfortable working with diverse publics. Experience working with children in academic or informal learning environments – school, camps, museums, etc. — required. Art-making and instructional experience desired. Previous customer service work experience desired. Friendly, can-do attitude necessary, with good time management skills and ability to successfully juggle multiple responsibilities. Ability to work independently, as well as cooperatively with fellow interns, other members of the education department and with staff from across the museum. Interns are expected to demonstrate excellent verbal and written communications skills.

Current high school – college seniors may apply. Applicants should demonstrate serious interest in the museum field and academic experience in education, museum studies, studio art, or similar. Valid driver's license required. Ability to lift 35 lbs; ability to walk and stand for significant periods of time.

Compensation

\$10.00 per hour/ 40 hours per week

Application Process

To apply send brief cover letter, resume, two references, one letter of recommendation, and a list of relevant courses, grades, and overall GPA. Address application materials to Megan Zinner, HR, Shelburne Museum, P.O. Box 10, Shelburne, VT, 05482. Please direct questions to Ms. Zinner at mzinner@shelburnemuseum.org. Applications are due no later than Friday, January 29, 2016.