



## Internship Opportunities

Established in 1857, the Moravian Historical Society (MHS) is a not-for-profit organization that shares over 500 years of fascinating Moravian contributions to worldwide culture through educational programs, guided tours, engaging museum exhibits, and public activities. We care for over 20,000 objects, including paintings, rare books, musical instruments, decorative arts, and more.

An internship with the Moravian Historical Society will provide experience with museum management and development. Semester-long internships include a journal, a project, and a presentation of the outcomes to the historical society staff and interested stakeholders. *All internships can count for college credit, and are unpaid.*

### Fall 2019 and Winter 2020 Internship Opportunities

**Events Intern:** Event interns work directly with the development manager to help plan and implement key fundraising events, including our largest fundraising event of the year, “Share the Heritage.” Interns will help to solicit donations from businesses, draft individual donors letters, and plan events.

**Graphic Design Intern:** Works with the professional staff to develop and produce a variety of media including print, digital, web, and video. Interns prepare images for social media posts, create logos for events, update the website, and create event posters. Must be proficient in Adobe suite.

**Curatorial Intern:** Curatorial interns will work directly with our Curator of Collections to help research and prepare our winter exhibition. Interns will locate and inventory collection objects while learning Past Perfect collection management software.

#### Requirements

- A weekly journal detailing work done at MHS.
- Project related to your internship, such as a catalog, research paper, technical pamphlet, or labels.
- Candidate must have excellent written and verbal communication skills, attention to detail, ability to follow specific processes, research skills, and ability to work independently.
- Demonstrate an appreciation for history and historical preservation
- Past research experience
- Ability to work directly with the public
- Professional demeanor and workplace etiquette

#### To apply:

Interested candidates should send a cover letter explaining their interest in the position as well as an updated resume to [info@moravianhistory.org](mailto:info@moravianhistory.org) **no later than September 20, 2019.**