



Doss Heritage and Culture Center Summer Museum Education Internship

Schedule

May 28th 2019 - August 3rd 2019

Tuesday - Friday 9am-5pm

Every other Saturday Beginning June 1st from 9am-noon

Compensation \$3,125.00 for 10 weeks

Qualified individuals will assist the Museum Education Department in:

- assisting with the implementation of three Kid's Camps as a leader for the camps.
- creating a traveling hands on history trunk for one subject area relating to the museum's permanent collections.
- assisting in all summer education events including but not limited too: Story-times, STEAM labs, History Alive programming, and Teen Maker Days.
- developing activities for Night at the Museum annual event.
- organizing and updating education files, tracking hours of service for volunteers, etc.
- creating and tracking surveys for education programs.
- any other duties & responsibilities deemed necessary by the department.

Applicants must be enrolled in college. At least 18 yrs of age. Have a minimum 3.0 GPA and completed at least one semester of college by June 2019. They must have a valid drivers license and reliable means of transportation. Must be able to lift 50 lbs. They should be organized, detail-oriented and computer literate. Applicants should also have a general knowledge of Texas History and education theories/practices, possess excellent writing skills and LOVE working with children. Interns must be able to work outside during our summer camps. All interns will have a background check performed in order to work with children during summer programs.

Interested applicants should email: 1) letter of interest, 2) resume, 3) two references and 4) transcript to: Amanda Edwards, Director of Museum Affairs at amanda.edwards@dosscenter.org **Application Deadline April 23rd, 2019**