Paid Outreach and Interpretation Internship – Summer 2022

***Montana Historical Society Outreach and Interpretation Program, Helena, MT***

The Montana Historical Society Outreach and Interpretation Program seeks an intern to work with program staff to improve its online educational material. This is a great opportunity to get hands-on experience working at a historical society.

Qualifications desired: academic work in history, public history, or Native studies, preferably with a focus on K-12 education or public history; ability to learn new web and video editing software, ability to write engaging informational text for a general audience; and attention to detail. Web editing experience a plus.

Project description: The intern will engage in a variety of tasks. These may include editing video clips for classroom use, writing brief interpretive texts about historic places, inventorying, cleaning and organizing hands-on history footlocker contents, fixing broken links on the Outreach and Interpretation website, creating curriculum material, and otherwise assisting with the program’s ongoing operations.

Payment and Terms of Internship: The intern will receive $15 per hour up to 320 hours for a total of $4,800. Starting and ending dates are negotiable but work generally would be carried out from May 23, 2022, through August 12, 2022.

Application Process: Applications should include: 1) A letter of application stating how your education, work and/or volunteer experience, and personal interests qualify you for this project; 2) A résumé or curriculum vitae (CV); 3) The name, title, and contact info (e-mail address and phone number) for two references able to speak to your qualifications for this internship; and 4) preferred start and end dates.

**The deadline for application is Friday, April 10 (postmarked or emailed by 11:59 PM MDT).** Please submit all inquiries, letters of application, and résumés or CVs to mhseducation@mt.gov or Martha Kohl, Outreach and Interpretation Program Manager, Montana Historical Society, P.O. Box 201201, Helena, MT 59620-1201.