Academic Year Internships at the museum are 10-hour-per-week positions, and openings are dependent on projects and programs planned at the museum. All internships are paid and no prior experience is expected.

To apply for the current openings, please send a cover letter, resume, and three references to Kris Bergquist at kristin.bergquist@colby.edu. Applications will be accepted through Monday, September 16, 2019.

Programs and Audience Engagement Intern

This academic year internship offers the opportunity to work closely with museum staff in the Education Department and assist the Mirken Senior Coordinator of Programs and Audience Engagement, specifically in the development of public programs and other large-scale community events. Responsibilities will include assistance in the development, management, and evaluation of these programs. The intern will gain an understanding of educational programming in museums, tools and methods for researching program impact, and gallery-based learning. A successful candidate possesses excellent organizational, verbal and written communication skills, strong interest in museum work, ability to work well in a fast-paced environment and have some familiarity with art. Experience working with the public or in customer service is a plus.

Education and Engagement Intern

This academic year internship offers the opportunity to work on a variety of education initiatives, supervised by the Mirken Curator of Education and Engagement. Responsibilities will include assisting with the management of visitor evaluation data—coordinating surveys and evaluations for programs, exhibits, and overall visitor experience. This intern will collect and analyze data, create presentations, and work with staff on ways to take action on findings. This person will assist with the coordination and maintenance of materials in the Mirken Education Center studio space and a hands-on library of objects and images used for art cart and tour programs. There also will be opportunities to work on interpretive resources and a variety of education and engagement programs and projects. A successful candidate has a deep interest in listening and learning from others, possesses excellent organizational, verbal and written communication skills, has an ability to work well in a fast-paced environment, and believes in the importance of the museum being a welcoming and inclusive space.

Academic Programs Research Assistant Intern

The Academic Programs Research Assistant will work primarily with the Linde Family Foundation Curator of Academic Programs and assist with the Museum’s outreach into the Colby curriculum. Responsibilities include developing object lists for Colby College class visits, assisting in collection searches and maintaining catalog records, researching potential partners for collection sharing, providing logistical support for co-curricular programs such as the You’re Speaking My Language
program, workshops, meetings, and symposia. Candidates must be detail-oriented, prompt, courteous, reliable, proficient with Macintosh computers, and possess excellent research and writing skills. Past experience working in a museum environment is preferred but not required.

Colby College is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, parental or marital status, political beliefs, age, disability unrelated to job requirements, or protected veteran status.