

Exhibits Internship Description

Title: Exhibits Intern

Department: Exhibits

Reports to: Exhibits Director

Position Description: Primary responsibility is helping the Exhibit's Department improve the visitor's experience through exhibit design, care and maintenance of exhibits, and keeping the facility and grounds in a clean, safe and orderly.

Responsibilities include:

- Self-guided research into best practices in family learning, hands on exhibit design, visitor tracking, or an exhibit specific topic (20%)
- Assist with exhibit related graphic design work (10%)
- Assist staff with rapid prototyping and evaluation for future exhibit components (20%)
- Participate in exhibit production meetings and critique (10%)
- Assist with exhibit maintenance (20%)
- Assist with the set up and turning on of exhibits and resetting and turning off of exhibits (5%)
- Assist with performing floor checks and staffing exhibit areas as needed (5%)
- Learn about and assist in live animal care (5%)
- Assist with tasks in other departments as needed. In order to give the intern a well-rounded view of the department and museum they will on occasion be asked to perform tasks not on this list (framing work for auction, making props for programming, etc.) (5%)

Requirements:

- Background/courses in Visual Art or Design
- Enjoys working with children
- Good problem solver
- Creative thinker
- Art, mechanical or construction skill
- Customer service experience

Benefits & Skills Gained: This position will (1) provide experiences with the best practices in exhibit development, design and creation; and (2) provide insight into the general operation of the general operation of a Children's Museum & Theatre.

Min: 8 hours/week, max: 25 hours/week (depending on student's needs)

Total: 175 hours

Days & times TBD.

Please note: this is an unpaid position.