

BECAUSE OF HER STORY

 Smithsonian

American Women's History Initiative

Because of Her Story

2021 Virtual Summer Internship **Application Guide**

June 14–August 6, 2021

Deadline to Submit: February 28, 2021



2019 Because of Her Story Internship Cohort

This program is administered by the Smithsonian American Women's History Initiative's Education and National Access Committee with support from the Smithsonian Office of Fellowships and Internships.

The American Women's History Initiative is funded through a public-private partnership with Congress, the American people and private donors, corporations and foundations. Learn more by visiting <https://womenshistory.si.edu/leadership-donors>.

Welcome to the 2021 Because of Her Story Application Guide. This document contains specific program and application information.

In order to see the full list of 2021 virtual project descriptions, and a breakdown of the program components, please visit <https://womenshistory.si.edu/news>.

What will be included as part of the program?

1. A program stipend of \$750/week will be provided to each intern. This stipend will be paid twice a month.
2. A research supply allotment will be provided, as needed, for each intern while working from home. This will cover such items that are necessary to your internship, such as laptops, specific software, printers, scanners, internet accessibility, etc.

Program Requirements:

1. Interns must be able to complete the full-time internship schedule for the entire duration of eight (8) weeks. Informal weekend activities may be planned by the cohort.
2. Interns are required to complete their Virtual Unit Internship Project (4 days per week; 32 hours per week), which focuses on the professional development of each intern.
3. Applicants should review the full list of 2021 virtual project descriptions at <https://womenshistory.si.edu/news>. Applicants must choose their top three (3) internship projects and list them in order of preference. Interns will be assigned to a project from their three (3) choices, though it may not be their top choice.
4. Interns must participate in all cohort engagement activities as scheduled, including Weekly Virtual Friday Cohort Learning Experiences, Weekly Virtual Tuesday Cohort Dinners, and Group Project participation.
5. Towards the end of their internship experience, each intern will be required to participate in the final group project that showcases the work of the American Women's History Initiative.

Eligibility and who should apply?

1. Be currently enrolled as a rising sophomore, junior, or senior in good standing in a college undergraduate program, or recently graduated from an undergraduate program (within 15 months of June 2021; those who graduated in Spring 2020 are eligible to apply).
2. All eligible applicants who applied for the 2020 Because of Her Story Summer Internship Program are able to apply for the 2021 Program.
3. Be a U.S. citizen or permanent resident. For all other cases, please email the Because of Her Story program staff at BOHSInternship@si.edu.
4. Through the Smithsonian American Women's History Initiative (AWHI), the Smithsonian aims to help diversify the museum field by providing guided learning opportunities to students from varied economic, cultural, social, and educational backgrounds. Students and recent graduates from Minority Serving Institutions (MSI) of higher education such as Historically Black Colleges and Universities (HBCU), Hispanic Serving Institutions (HSI), Tribal Colleges and Universities (TCU), and Asian American and Native American Pacific Islander-Serving Institutions (AANAPISI) are encouraged to apply to this program.
5. The Smithsonian is committed to ensuring that all employees and affiliated persons (including interns) are treated equitably in an environment that is free from discrimination based on race, color, religion, sex (including gender identity, gender stereotyping, pregnancy, and sexual orientation), national origin, age, disability, genetic information, parental status or marital status. All personnel practices, including the selection of interns, must comply with this policy.

Selection Criteria:

1. Demonstrate interest in learning about, researching, and increasing public awareness of diverse American women's stories.
2. Demonstrate ways in which the experience will enhance the student's learning or contribute to their future career goals.
3. Candidates should have basic research and writing skills, and basic knowledge of American women's history. Candidates are required to submit a writing sample.
4. Demonstrate experience with service learning and engagement with local or collegiate groups.

5. Demonstrate affinity and interest in learning about museums, or cultural and scientific organizations.
6. Demonstrate commitment to personal and professional development.

How to Apply:

1. Before starting an application, please review the Application Guide and the Internship Project Descriptions to review the available project opportunities. Candidates must select the top (3) choices in the SOLAA application under the tab “Projects.”
2. To apply, create an account on the [Smithsonian Online Academic Appointment System](#) (SOLAA).
3. Look under “Office of the Undersecretary for Museums and Culture” and select “2021 Because of Her Story Virtual Internship Program” from the drop-down menu.
4. Start an application for this internship program.
5. **A completed online application must include:** a current resume or CV; short biography; three (3) short statements; unofficial or official transcripts; and two (2) references. You must provide the SOLAA application system the email addresses for each of your references (2 total), and follow-up with each of your references to ensure email receipt and reference submission. The deadline for the references concurs with the application deadline listed below (Feb. 28, 2021).
6. Review internship program descriptions for each specific internship, available at <https://womenshistory.si.edu/news>. Please select your top three (3) choices in the “Projects” tab of the SOLAA application.
7. **PLEASE READ: This application will close at 11:59 pm Eastern Time on Monday, February 28, 2021.**
8. Notifications about selections should be made **no later than April 9, 2021.**

Important Dates:

January 18	SOLAA application will be posted for students
February 28	Intern applications due
March 31	Review panel selection of interns

April 9	Intern applicants will be notified of their selection
April 14	Intern commitments due to Smithsonian staff
April 30	Intern Registration documentation due to Smithsonian staff (NO EXCEPTIONS)
June 14	Internship program begins
August 6	Internship ends

Is this internship opportunity paid?

A program stipend of \$750/week will be provided to each intern. This stipend will be paid twice a month.

Can I receive academic credit for completing an internship?

Awarding academic credit for an internship is at the discretion of your school. However, we will assist you in providing appropriate information as requested by your school. Arrangements for accreditation should be made upon acceptance of internship and before you begin the internship.

Can I apply for this internship if I am a high school student or graduate student?

This internship is open only to undergraduate college students (rising sophomores, juniors, or seniors) or students who have recently graduated from an undergraduate program (within 12 months of June 2021). All eligible applicants who applied for the 2020 Because of Her Story Summer Internship Program are eligible to apply for the 2021 Program.

Does the Because of Her Story Internship Program sponsor student visas?

Due to the short-term nature of this internship program, the Smithsonian is unable to sponsor student visas for foreign exchange students.

Contact Information

For application questions, please contact the Because of Her Story staff at BOHSInternship@si.edu.

For technical support, please contact Office of the Chief Information Officer Help Desk at OCIOHelpDesk@si.edu or 202-633-4000.

Program Website: <https://womenshistory.si.edu/news>