

BECAUSE OF HER STORY

 Smithsonian

American Women's History Initiative

Because of HER STORY

2019 Summer Internship **Application Guide**

June 17–August 9, 2019

Deadline to Submit: April 8, 2019



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 Because of HER STORY Application Guide. This document contains specific program and application information. For the program description and a breakdown of the program components, please review the [program description](#).

What will be included as part of the program?

1. The Smithsonian will arrange for and provide group housing in the Washington D.C. metro area and program coordination. The housing is provided in order to create a strong cohort experience and reduce the burden of navigating the Washington D.C. metro area summer rental market. Should you have a need to discuss alternative arrangements or accommodations, please contact Camy Clough at cloughc@si.edu.
2. (1) Round-trip airfare, train, or bus ticket as a reimbursement to defray costs of travel to and from Washington, D.C. at the beginning and end of the internship, in accordance with Smithsonian and federal government guidelines.
3. A program stipend of \$370/week will be provided to each intern.

Program Requirements:

1. Interns must be able to complete the full-time (40 hours/week) internship schedule for the entire tenure of eight (8) weeks in Washington D.C. area-based Smithsonian facilities. Informal weekend activities may be planned by the cohort.
2. Interns are *highly encouraged* to live in the pre-arranged cohort housing.
3. Guided by interests chosen by the applicant during the application process (described below in this document) and availability of opportunities, each intern will be matched with a particular opportunity for the duration of their time at the Smithsonian and will complete the tasks of their internship project.
4. Interns must participate in all weekly cohort activities as scheduled.
5. Towards the end of their internship experience, each intern will be required to create, submit, and present a report summarizing what they have learned during their experience and outlining what their next steps might be.

Eligibility and who should apply?

1. Be currently enrolled in good standing in an undergraduate program or graduate program, or recently graduated (within the last two years).
2. Be a U.S. citizen or permanent resident. For all other cases, please email Camy Clough at cloughc@si.edu.
3. 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.
4. 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 history 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 museum, cultural, or scientific organizations.
6. Demonstrate interest in audience engagement.
7. Demonstrate commitment to personal and professional development.

How to Apply:

1. To apply, create an account on the [Smithsonian Online Academic Appointment System](#) (SOLAA).
2. Look under “Office of Fellowships” and select “Because of HER STORY Internship Program” from the drop-down menu.
3. Then, start an application for this internship program.
4. A complete online application will include: a current resume or CV, short biography, (3) short statements, unofficial or official transcripts, and two (2) references.
5. Review application guide and program description documents for specific information at <https://womenshistory.si.edu/news/2019/03/call-interns>.
6. Application deadline: **Monday, April 8, 2019, by midnight Eastern Daylight Savings Time**
7. Notifications about selections should be made **no later than April 30, 2019**.

Important Dates:

March 12	SOLAA application will be posted for students
April 8	Intern applications due
April 22-23	Review panel selection of interns
April 30	Intern applicants will be notified of their selection
June 16	Arrive in Washington D.C.
June 17	Internship program begins
August 9	Internship ends
August 10	Depart from Washington D.C.

BECAUSE OF HER STORY INTERNSHIP PROJECT DESCRIPTIONS

Please read through the below (10) internship project descriptions. These projects will be listed by project title and museum in the online application. You will need to select your top three (3) projects in the online application.

1. National Museum of African American History and Culture: *Reaching Women of Color: Social Media Strategy*

The intern will assist in the development of a new Digital Engagement Campaign focused on targeting women and girls of color, supporting the Office of Public Affairs at the National Museum of African American History and Culture. The intern will gain valuable experiences in the areas of communications, digital marketing, and social media content creation at a large cultural institution supported by the federal government. When completed, the intern will have an understanding and readiness for an entry-level role at any fast-paced public relation firms, governmental office or nonprofit organization. The intern will develop verbal, written, oral and professional skills as well as a basic understanding of what makes compelling digital content. The social media strategy internship offers a resume-building experience in marketing and communications, influencer relationship management, and other aspects of community relations, social media, and the cultural sector. The intern must be self-motivated, organized, a problem solver and independent thinker in addition to having strong communication skills.

2. National Museum of American History: *Creating Icons: Hands-on Exhibition Development*

How does the National Museum of American History create exhibitions? This internship will be a behind-the-scenes look into the research and decision-making that drive the displays you see on the museum floor. The intern will get hands-on experience in exhibition evaluation, visitor observation, rapid prototyping, and other methods of visitor research, and will attend exhibition design meetings. The intern will also contribute to the museum's efforts to tell the full and inclusive story of American women's history online by cataloguing, tracking, and summarizing women's history content and drafting language and resources for social media.

3. National Museum of American History: *Military HerStory: Finding Women's Voices in Traditionally Male Histories*

This internship, hosted at the National Museum of American History Women's Military History Collection, will focus on public programming for a scholarly audience. The intern will be part of a team of professionals developing a symposium for museum professionals and other scholars focused on making women's military history more inclusive. He/she/they will be responsible for developing a digital engagement component to the program, but will also interface with participants from across a broad range of military history organizations, gain insight in to scholarly publishing, and develop fundamental hands-on skills with museum collections. This is an ideal position for a candidate wishing to gain experience in public programming, digital humanities, scholarly conferences and publications, collections and curatorial methods, or with interest in working for the federal government.

4. National Museum of Natural History: *African American Female Experiences: Stories Written in Bone*

The human skeleton is a powerful tool for assessing women's history, which is often absent from, or scarce in the written record. This is especially true for marginalized women of color. This summer internship focuses on African American women's history as viewed through the lens of the human skeleton and addresses basic questions of individual and group identity, the way people lived, what they ate, maladies they suffered from, how they died and were buried, and changes in these patterns through time. The intern will conduct skeletal documentation of human remains identified as having African descent recovered from two archaeological sites in the Chesapeake Bay region of the United States dating to the 18th and 19th centuries. The intern must have prior knowledge of skeletal anatomy and biology and will assist and be trained in systematic documentation of human remains including but not limited to: the identification of bones and teeth, determining age and sex based on skeletal morphological features, identifying and coding pathological conditions in bones and teeth, and collecting standard postcranial metric data. The intern may also be asked to assist with archival research, data entry, and other analyses related to the topic of study. These may include stable isotope studies, ICP-MS testing for exposure to heavy metals, and measurement of bone density through DXA and CT scanning. This bioarchaeological approach incorporates osteology, archaeology, chemistry, genetics, genealogy, and archival research to provide rare, personal perspectives on women's lives that

enhance accounts and interpretations derived from historic documents. The bones tell the story of all women equally, regardless of social class or ancestry, and help to answer basic questions of what life was like for women in the past. The work will be conducted in the Human Skeletal Biology Lab at the National Museum of Natural History. Near the end of the internship, findings from this research will be shared with the public in the museum's informal educational space called Q&A or other designated platform arranged by the mentor.

5. National Museum of Natural History: Access and Outreach: Women in the Anthropology Archives

The Human Studies Film Archives (HSFA) and the National Anthropological Archives are looking for an undergraduate or graduate student to help us understand and promote the work of women in our collections. Archives staff will help student develop projects to improve the use, accessibility and discoverability of HSFA and NAA materials that highlight the work of women in anthropology. Specific tasks include exploring Smithsonian archives and libraries for information about women anthropologists and their roles in the field. Drawing upon previous web content (news publications, and collections highlights) in order to revitalize relevant content for potential exhibits, public programming or other outreach projects. Intern will be asked to plan and write variety of social media posts about women in the HSFA/NAA collections and well as make use basic video editing software to create digital video clips of relevant archival film material for YouTube or other social media outlets. Finally, the intern may be asked to engage with users by assisting on-site researchers, serving archival material and monitoring its use in the research room. Students with an interest in Anthropology, Cultural Studies, Museum Studies or Archives and Library Science are encouraged to apply.

6. National Portrait Gallery: Painting Her Story: Audience Engagement through Portraiture

The *Painting Her Story: Audience Engagement through Portraiture* intern will work on a series of tasks and projects within the Audience Engagement department at the National Portrait Gallery. The intern, with support from National Portrait Gallery staff, will mock up and evaluate activities for a bilingual women's history family guide. Specific tasks for the family guide will include: research of museum education best practices, research of historical and contemporary women, and evaluating engagement of activities. The intern will also participate in the planning and implementation of the *Women of Color: The Power of Protest*, a series of three lectures and panel discussions that draw attention to activism and social justice through the lens of historic

and contemporary women of color in collaboration with the National Museum of African Art and the National Museum of the American Indian. Working in this role, the intern will have the opportunity to work with the project leader of the series in developing and conducting original research for the program. Original research will take the form of looking through primary sources, and other resources that will tell the story of women who have used their voices to speak about injustices and socio-political issues that women of color have confronted, overcome and continue to revolutionize. *Using the Votes for Women: A Portrait of Persistence* and National Museum of African Art's *Gold as Gold: Fashioning Senegalese Women, I Am: Contemporary African Women Artists*; and *Heroes: Principles of Leadership in African Art* exhibitions as a platform and jump off to further conversations, the intern will work on a list of participants, as well as potentially assisting the National Museum of African Art and National Museum of American Indian with developing their programs. The series will be the first educational program at the Smithsonian Institution that explores how women of color have contributed to American progress in multiple contexts during moments of societal divisiveness. Stories of resistance, resilience, sisterhood, inspiration, and solidarity will be the cornerstones of the program. A strong background in history, with the study of historiography is encourage, as well as women studies, and art history. Applicants with robust research and writing skills are encouraged to apply.

7. Office of Advancement and Office of Communications and External Affairs: Marketing "Because of Her Story"

Are you a marketing maven with an interest in sharing the story of women? Listen up! The Smithsonian is in need of one passionate and driven go-getter to help amplify women's voices through the Smithsonian American Women's History Initiative's *Because of Her Story*. This opportunity brings together two of the Smithsonian's standout communications departments in one internship. Together, with the help of the Office of Advancement, and the Office of Communications and External Affairs, the intern will help transform the narrative of women's stories in history by writing stories for womenshistory.si.edu and the accompanying newsletter, create quizzes, puzzles and blogs to engage a growing audience for the website, and support OCEA's marketing, social media and brand awareness campaigns through marketing strategy, content creation, execution, and metrics reporting. Join us!

8. Smithsonian American Art Museum and Archives of American Art: *Fiber Firsthand: Researching Women Textile Artists*

The intern will assist with exhibition development for the upcoming exhibition on women textile artists, a collaboration between the Smithsonian American Art Museum and the Archives of American Art. Under the tutelage of the archivists and project curators, the intern will research the curatorial collections focusing on personal memories, backstories, and side stories of the artists. The intern will learn how to research and select objects and documents that provide context, all within the given the parameters of collections care, conservation, and design. The intern will learn how to describe objects for documentation records prepare archival materials for exhibition, and best practices of collections management. The intern will attend team meetings on exhibition design and interpretation, and investigate contemporary uses of embedding archival materials and personal narratives on digital platforms.

9. Smithsonian Institution Traveling Exhibition Services: *Girlhood (It's Complicated!): National Exhibition Tour*

Girlhood. It's Complicated is a collaborative effort between the Smithsonian Institution Traveling Exhibition Service (SITES) and National Museum of American History (NMAH) that will bring a Smithsonian exhibition to a national audience. SITES is developing educational resources to share with host venues that can enhance and prolong the impact of the exhibition. Specifically, the AWHI intern will 1) develop digital resources related to the exhibition, including a Learning Lab module, 2) identify additional educational resources and programming opportunities to support host venues in outreach to their respective communities, 3) identify specific opportunities within the *Girlhood* exhibition that encourage host venues to think critically about how their own collections can be used to engage their communities in women's history, and 4) research and determine the feasibility for a poster exhibition based on *Girlhood* that connects women's history to contemporary issues.

10. Smithsonian Science Education Center: *Digital Storytelling: The Smithsonian's Untold Stories of Women in STEM*

The Smithsonian's American Women's History Initiative is looking for an intern to work on the following project: "Digital Storytelling: The Smithsonian's Untold Stories of Women in STEM." The intern will work with the Smithsonian Science Education Center (SSEC), in collaboration with the National Museum of Natural History, National Air & Space Museum, and the Smithsonian Environmental Research Center. Work will be housed at the SSEC. With the help of mentors, the

intern will learn new skills for authoring an interactive, interdisciplinary eBook. This eBook will present young girls (and boys) in middle school and high school, ages 10-15, with important historical contributions of untold stories of women in STEM. The intern will learn about eBook development by assisting in efforts to write, edit, and perform research during the development and revision of the eBook; conduct face-to-face interviews with scientists and historians from the Smithsonian; assist in the development of new web components for the eBook; aid in digital asset management of photos and documents; perform image and document scanning, cataloging, and metadata assignments; promote the American Women's History Initiative and eBook through social media; and author blog posts about the American Women's History Initiative and the eBook.

Is this internship opportunity paid?

Yes. To help defray living expenses during the tenure of their internship, Because of Her Story interns will be offered a stipend of \$370/week. A relocation travel allowance reimbursement and group housing contracted and paid for by the Smithsonian are part of the internship award.

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?

No. This internship is open only to current undergraduate students, current graduate students, or recent graduates.

Contact Information

For application questions, please contact Camy Clough at cloughc@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/2019/03/call-interns>