

EDUCATIONAL PROGRAMS INTERNSHIP

AT THE

FLORIDA HISTORIC CAPITOL MUSEUM



The Florida Historic Capitol Museum is looking to expand and develop the educational programming options offered at the museum. We are searching for 2-3 Educational Programs interns for the Spring 2012.

These education interns will:

- Expand on-site educational programming for K-12 history and civic programs
- Lead K-12 classes on tours of the Historic Capitol, which details the political history and political structure of the State
- Develop pre- and post-visit materials for teachers
- Create education youth outreach programs
- Research and coordinate special events and public programs
- Collaborate with museum staff, area teachers, and education specialists to develop programs that better meet schools' needs and help the museum reach a wider audience

EXPECTATIONS:

This internship is unpaid. Spring 2012 interns are expected to work 8-12 hours a week from January-May 2012. Work schedules are flexible to meet student schedules. Internships will begin in mid-January and will run through the universities' spring semester. Ideally, interns would be able to work through the K-12 school year in May, but we have some flexibility on the end date. Interns will be supervised by our Exhibit Manager, Andy Edel.

QUALIFICATIONS:

Applicants should have an interest in civic responsibility, education and public history and be a positive, hard working, team player who is interested in leading programs with K-12 students. Students enrolled in undergraduate or graduate programs in Education, History/Public History, Political Science, Museum Studies, English, and other Social Sciences are encouraged to apply (students in other disciplines as well as recent graduates are also welcome to apply).

OBJECTIVES:

One objective of the internship is to help the Florida Historic Capitol Museum develop its educational programming, which includes creating more detailed onsite lesson plans, pre- and post-visit curricular materials for teachers, and outreach programs for area schools and centers.

Another objective is to provide our interns with professional development and experience in their fields of interest. As outlined in more detail above, interns will gain experience and acquire an array of skills that will be readily transferable to a variety of settings including classrooms, museums and historical sites, as well as governmental and nonprofit workplaces.

HOW TO APPLY:

Spring 2011 applications are due December 19, 2011. To apply for an internship, please email us your Internship Application, located at www.flhistoriccaptol.gov/volunteer.cfm, as well as **the following items:**

- A one-page personal statement describing your reasons for seeking an internship at FHCM and what you hope to gain from the experience
- A resume outlining your educational, professional, and volunteer experiences
- Contact information for two references
- A short writing sample (completed for major course of study)

***Please submit all materials together to Helena Safron at safron.helena@flhistoriccaptol.gov.
If you have any questions about this opportunity, please email Helena Safron or call (850)487-1902.***