

## **Friends of the U of A Museums 25<sup>th</sup> Anniversary Student Internship in Museum Innovation**

The **University of Alberta Museums** is pleased to offer a fully-funded summer internship opportunity to be awarded to a student currently enrolled at the senior undergraduate level at the University of Alberta. The Student Internship in Museum Innovation was established to commemorate the Friends of the University of Alberta Museums 25<sup>th</sup> Anniversary in 2009, to provide support to University of Alberta students who wish to pursue careers in museum study, practice, research or innovation, and to provide an opportunity for student scholarship related to museology and object-based learning.

The University of Alberta Museums is a unique distributed network of 29 diverse museum collections. With numbers of objects totaling in the millions, the collections are a rich resource used daily to fuel discovery and advance knowledge through teaching, research, and community engagement. Museums and Collections Services/University of Alberta Museums (MACS) is a central unit that facilitates and coordinates the University's innovative museum model, and is the source of professional museum information, services, programs, and expertise. MACS administers a campus-wide museums and collections policy under UAPPOL, acts as a liaison between the collections on campus and the broader community, and provides advisory services and training in a range of museum practice.

The successful applicant will undertake a summer internship, up to four months in length, with Museums and Collections Services gaining a diverse experience in museum practice, in a research intensive, object-based learning environment. The student will also undertake one or more projects in one of the following areas of museology/museum innovation:

- Curation: collections-based research resulting in new knowledge (e.g., researching objects; research for exhibition projects, writing didactic and interpretive materials).
- Education: formal/informal approaches to object-based learning (K-12, youth and adult public programs). Opportunities include: activity development connected to exhibitions, thematic tour and program development for diverse audiences.
- Exhibitions/Design: exhibition planning, design, installation and considerations for the presentation, care, interpretation of museum objects.
- Conservation: preventive projects including mount-making, artifact preparation.
- Information/Collections Management: database projects, on-line access and digitization, collections management processes related to cultural property certification, registration, inventory, deaccessioning.
- Communications and Marketing: writing for the web/social media, event planning and implementation, media relations.
- Research: exploring ideas/theories related to museum innovation and the future of museums; their role in the world.

## Who can apply?

We are looking for a creative thinker who is passionate about working in the museum field in the future and who will bring an innovative approach to the internship. To be eligible, the following requirements must be met:

- Students who are currently registered in a University of Alberta undergraduate program in a collections-based discipline or engaged in object-based learning.
- Students who have completed at least three years (minimum \*80 credits) towards an undergraduate degree at the University of Alberta prior to starting the internship. Students who have completed \*120 credits within the past academic year are also eligible.
- Students who are in good academic standing with a GPA of at least 3.0 in the most recent academic year (most recent \*30 credits).
- Students who are legally permitted to work in Canada.
- Students who have demonstrated an interest in museums through volunteer or work experience.

## How to apply

An information session about the Internship program and how to apply will be held Wednesday, January 25, 2017 at 5:30 pm in Ring House #1. Please contact [museums@ualberta.ca](mailto:museums@ualberta.ca) or 780-492-5834 to register for this session.

Applications must include the following:

- a completed Friends of the U of A Museums Summer Internship in Museum Innovation **application form**
- a **curriculum vitae**
- an up-to-date University of Alberta **transcript**
- a maximum two-page (750 word) **statement of interest** that identifies a specific area of interest in museology/museum innovation and demonstrates:
  - the applicant's passion and interest in a museum career, outlining relevant museum-related work and/or volunteer experience;
  - the applicant's academic or professional area of interest; and
  - how completion of the internship would support the applicant's professional goals.
- **two letters of support** that address:
  - nature and specifics of the referee's relationship to the applicant;
  - overview of the applicant's education and/or professional experience;
  - referee's assessment of the applicant's prospects for success in the internship program;
  - referee's assessment of the applicants interest and suitability for a museum/museology related professional career; and
  - academic and/or professional accomplishments with which the referee is familiar.

## Process

- Applications deadline is 4:30 p.m. Tuesday, January 31, 2017

Submit completed application to:

Museums and Collections Services  
Attention: Christina Marocco  
Administrative Team Lead  
Ring House #1  
University of Alberta

Phone: (780) 492.5834  
Fax: (780) 492.6185  
Email: Christina.Marocco@ualberta.ca

If you have any questions concerning the internship, please contact Frannie Blondheim, Associate Director at 780-492-5834.

- Applications will be adjudicated by the University of Alberta Museums Policy and Planning Committee in accordance with University of Alberta human resource protocols, by March 31, 2017.
- The Internship is offered annually between May and August and will begin and conclude at mutually agreeable dates negotiated between the successful applicant and Museums and Collections Services. Interns will be employed by Museums and Collections Services.
- Remuneration: The Internship is funded annually through a donation from the Friends of the University of Alberta Museums, and through fundraising efforts. Funds raised annually will determine the availability and number of internships offered each year.

**Friends of the U of A Museums Summer Internship in Museum Innovation Application Form**  
*Deadline for applications is January 31, 2017, 4:30 p.m.*

**PERSONAL INFORMATION**

STUDENT ID		SOCIAL INSURANCE NUMBER	
NAME (LAST, FIRST)		Are you legally eligible for employment in Canada?	
ADDRESS		CITY	PROVINCE
TELEPHONE ( ) ( )		ALTERNATE PHONE ( ) ( )	EMAIL

**EDUCATION**

Are you currently an undergraduate student at the University of Alberta?      Yes      No

Please indicate your Faculty, Department, and degree program:

Please indicate your major and minor for your program:

Please indicate the number of course credits you have completed toward your degree:

Please indicate your GPA for the most recent academic year (most recent \*30 credits):

**INTERNSHIP**

Where possible, your preferences and areas of interest will be accommodated. However, the internship is intended to provide experience in all areas of museum practice and in diverse museum collections.

Please indicate in, the order of preference, which area of museum practice interests you, using the numbers 1 – 6, 1 being your first choice.

Curation \_\_\_ Education \_\_\_ Exhibitions \_\_\_ Collections Management \_\_\_ Communications \_\_\_ Research \_\_\_

Please indicate which three collections interest you in order of preference, 1 being your first choice

1.

2.

3.

**DATE**      **SIGNATURE**

Please submit the following:

<input type="checkbox"/> Friends of U of A Museums Internship Application Form	<input type="checkbox"/> Statement of interest
<input type="checkbox"/> Curriculum vitae	<input type="checkbox"/> Two letters of support
<input type="checkbox"/> Up-to-date U of A transcript	

Submit completed application to:

Museums and Collections Services	Phone: (780) 492.5834
Attention: Administrative Team Lead	Fax: (780) 492.6185
Ring House #1	Email: museums@ualberta.ca
University of Alberta	

*The personal information requested on this form is collected under the authority of the Universities Act and Section 32 (c) of the Alberta Freedom of Information and Protection of Privacy Act for the purpose of determining eligibility for admission Friends of the U of A Museums 25<sup>th</sup> Anniversary Internship Program in Museum Innovation. Access to personal information is protected under the Alberta Freedom of Information and Protection of Privacy Act. For further information, contact the Associate Director, Museums and Collections Services, Ring House 1, (780) 492-5834, museums@ualberta.ca.*