



## Museum Docent/Exhibits Internship

### Objective:

This internship offers the student an opportunity to learn about Public History at the Champaign County History Museum (CCHM) through two objectives. The first objective is to act as museum docent during open hours at the museum. The second objective is to develop a digital exhibit on the CCHM's Omeka digital exhibits page based upon an existing exhibit currently on display at the museum. The intern is also expected to attend the CCHM's monthly Exhibits Committee meetings and participate in the discussion. All objectives will be completed in collaboration with the Museum Manager and Board of Trustees members as needed.

### Requirements:

The intern will work a weekly schedule at the museum at our welcome desk as a museum docent. Interns in this position will be responsible for greeting visitors and handling gift shop sales at the CCHM's welcome desk. Interns are expected to read through all of the museum exhibits thoroughly so they can best answer any questions visitors may have about the exhibits. Interns will also be responsible for ensuring visitors are not trying to handle any artifacts in the exhibits.

The intern will also develop a digital exhibit on the CCHM's Omeka page based on an exhibit that is currently on display at the museum. The intern will be asked to analyze the exhibit and take photographs as needed of exhibit text panels and artifacts. A camera and photobooth will be provided. Once this information is gathered, the artifact images will be added to Omeka, and the exhibit will be built using these images and the text from the panels.

The intern is also expected to attend the CCHM's monthly Exhibits Committee meetings, which typically occur at 7pm on the third Monday of each month (September, October, and November). The intern will be expected to come prepared and participate in the meetings and offer ideas and feedback regarding the discussion topics.

### How to apply:

Submit a resume and statement of interest to [volunteers@champaigncountyhistory.org](mailto:volunteers@champaigncountyhistory.org). If you would like to do the internship for college credit, please provide all the necessary details and contact information from the on-campus department that your internship will be through.