



**History Happened Here Internship
Missouri History Museum,
St. Louis, MO**

The Missouri History Museum is accepting applications for a paid internship for our Community Education and Events department. The intern's primary responsibilities will be:

- Overseeing the development of the Lewis Place component of the History Happened Here project.
- Research and write text for the website on the people, neighborhood and homes
- Uploading all information to the website including text images, and video histories.
- Work with community committee to create a list of people for oral histories.
- Work with an oral historian and videographer to schedule interviews.
- Work with the Missouri History Museum's IT department to place video histories on the website.
- Plan community celebration to unveil the new section of the website.

The candidate must have experience with historical research and writing, working with community organizations or neighborhoods and be comfortable updating websites and other website related responsibilities. He/She must also be experienced in planning and implementing programs that involve marketing, catering, facilities and speakers.

This position would preferably be filled by someone with a Bachelor's degree in History, Communications or a related field.

The internship period is from September 2008 – June 2009. The pay will be \$ 10-12 an hour (depending on experience) for 15-20 hours per week.

To apply, the applicant needs to provide a résumé, at least two references, and a short statement of the candidate's interests and intent in applying for the internship. Completed applications should be sent by regular mail, or email to:

Missouri History Museum
P.O. Box 11940
St. Louis, MO 63112-0040
hadmin@mohistory.org

Applications will be accepted for this position until filled. For general information about the Missouri History Museum, please visit the website at www.mohistory.org. The Missouri History Museum is an equal opportunity employer.

NO PHONE CALLS PLEASE