



COLLECTIONS INTERNSHIP

The Santa Cruz Museum of Natural History seeks applications from students pursuing degrees related to natural history for a paid Summer 2023 internship in collections management.

Duties include:

- Work with collection management staff to rehouse, conserve, catalog and database specimens.
- Create a final project based on daily work, which may include a collection guide or outreach content.
- Specific activities will be determined by ability, interest, and availability of the intern.

Interns receive training and gain experience in:

- Museum collection management principles and practices
- Natural history topics
- Communicating natural history topics to the general public
- Collections management, administration, and museum operations
- \$1500 stipend upon completion of internship

Requirements:

- Minimum commitment of 15 hours/week for 10 weeks
- Ability to work collaboratively and independently
- Organized and excellent attention to detail
- Excellent written and verbal communication skills
- Interest in how museums connect people with nature and science
- Interest and/or knowledge of botanical or herbarium collections, paleontology collections, and digitization and data mobilization projects is preferred.

Work Environment:

- Standard office environment with occasional work throughout the Museum and outdoors
- Significant computer work (repetitive movement – typing)
- Frequent sitting, standing, walking, bending, and climbing stairs with occasional lifting of heavy loads (50 lbs.)
- The incumbent must be able to perform each requirement of the position as outlined in the internship description.
- Essential Duties are representative and are essential for satisfactory job performance. The Work Environment characteristics are representative of those that may be encountered while on the job. The Museum will make reasonable accommodations to enable individuals with disabilities to perform the essential functions of the position

About the Santa Cruz Museum of Natural History: Founded over 100 years ago, the Santa Cruz Museum of Natural History connects people with nature and science to inspire stewardship of the natural world. All of the Museum's educational programs are designed to foster understanding and appreciation of Santa Cruz's rich natural and cultural history. Each year, the Museum provides quality school programming to thousands of youth. With its vast collection of local artifacts and one-of-a-kind



exhibits, the Museum offers unique learning opportunities for students to delve into natural and cultural history topics in ways they cannot in their classrooms.

TO APPLY: Please fill out an online [application](#). Send any questions to intern@santacruzmuseum.org or 831-420-6115 x13.