

JOB TITLE: Education Development Intern

ORGANIZATION: Renville County Historical Society

ORGANIZATION AND PROJECT SUMMARY: The Renville County Historical Society and Museum located in Morton, MN was established in 1940. The museum consists of a six building complex, including, two schoolhouses, machine shed, church, log cabin and the main museum. We provide guided tours, genealogical research and house artifacts, photos and documents pertaining to Renville County History.

Internship Project Summary: The intern will establish a sustainable series of educational “traveling trunks” to be used by the Renville County Historical Society and local classrooms. The intern will cultivate a plan for the development and implementation of an educational “traveling trunk”: group presentations that mix written, verbal, and hands-on learning experiences in the class room by bringing the museum to the area schools.

SALARY: 9.81/ hr TYPE: Intern / 40 hours DEADLINE: 4/13/09

PRIMARY DUTIES AND RESPONSIBILITIES:

Gather information and research the history of Renville County and determine what areas of the County’s history should be taught in the classroom with the help of the Renville County Historical Society’s Board Education and Community Outreach Committee.

Write interactive curriculums for the determined areas of County’s history that should be included in project. Determine the division of age groups and base curriculums on that determination.

Decide what artifacts and activities should accompany the traveling trunk.

Assemble “Traveling Trunks” and teach the use of them to volunteers and director.

Coordinate with libraries or summer education programs to do traveling trunk program.

Set up a budget for the implementation of the traveling trunks.

Create a Junior Historian program that coincides with the traveling trunk and teacher lesson plans.

EXPERIENCE AND QUALIFICATIONS:

Required: Good interpersonal skills; strong written and verbal communication skills; good computer skills; and experience working with children and the public.

Preferred: Knowledge in the fields of education, history, anthropology, and conservation; is familiar with archives and artifacts; marketing skills; and interest in local history.

Intern must attend a pre-internship seminar on June 5th and a post-internship seminar on August 21.

PIP interns must currently be an undergraduate enrolled in a college or university in Minnesota, North Dakota or Wisconsin and/or be an undergraduate currently enrolled in any HECUA member campus (go to www.hecua.org to view members). Interns must be returning to school in the fall of 2009 to continue undergraduate studies and must have no previous employment experience with the sponsoring organization. Interns must not be a relative of any paid staff or board member of the sponsoring organization and must not have participated in the Partners Internship Program in a previous year.

ADDITIONAL INFORMATION:

The Partners Internship Program is funded by the Otto Bremer Foundation and provides undergraduate students with the opportunity to gain work experience in the nonprofit sector. The internships are 400 hours over the summer of 2009, and work out to about 40 hours a week for ten weeks. For more information about the program visit www.hecua.org/pip.php

HOW TO APPLY:

All inquiries about the specific PIP internships should be directed to the host organizations. Send a cover letter and resume directly to the host organization.

Renville County Historical Society
441 North Park Drive
Morton, MN 56270
Attn: Jill Wohnoutka
jill@renvillecountyhistory.com

General questions about the Partners Internship Program (PIP) can be directed to: Partners Internship Program Assistant, e-mail pip@hecua.org.