Job title | Collections Department Summer Intern
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Reports to | Alix Martin, Archaeologist
Hours | 37.5 hours/week
Start and End Dates | 10 weeks:
*June 8, 2020 – August 14, 2020
*Exact start and end dates will be mutually decided upon between the intern and his/her supervisor at the museum.
Compensation | $1,500 stipend, dispersed in 2 installments.
Housing provided (optional)
Application Deadline | All application materials are due March 1, 2020.
See below for application instructions.

About Strawbery Banke Museum
Strawbery Banke Museum is a 10-acre living history museum located in the heart of downtown Portsmouth. The museum interprets daily life in the same historic waterfront neighborhood over 300+ years, making the 37 historic buildings accessible to a wide range of visitors one of our primary goals. Strawbery Banke hosts an ever-growing number of special events and programs throughout the year. Seasonal and holiday signature events are time-honored traditions that help make Portsmouth the vibrant destination it is. Strawbery Banke is continually ranked as TripAdvisor’s #1 “Thing to do in Portsmouth” and Yankee Magazine Editors’ Choice: Best of New England Classics “Best Historic Village.”

Strategic Framework:
*Strawbery Banke Museum:*
  - A place to learn,
  - A place to gather,
  - A place to preserve.

Mission Statement:
*To promote understanding of the lives of individuals and the value of community through encounters with the history and ongoing preservation of a New England waterfront neighborhood.*

Toward that goal, Strawbery Banke Museum:
- Acquires and conserves, for today's visitors and for future generations, historic buildings, objects, and other materials pertinent to its mission.
- Conducts research aimed at placing local developments within the broader context of city, state, and national history.
- Disseminates the results of that research to the public through exhibitions, publications, demonstrations, tours, symposia, workshops, and other educational activities and programs.
**Internship Description**

The Collections Department at Strawbery Banke Museum seeks advanced undergraduate or graduate level applicants in the fields of anthropology, archaeology, or history to assist with the museum’s archaeological research, field school, and collaborations with local historical societies. The intern will work with the museum Archaeologist and crew of dedicated archaeological volunteers in the Carter Collections Center, on the museum grounds, and in the Seacoast.

**What you will learn**

- How to identify and work with historical artifacts.
- How to organize archaeological artifacts and research collections.
- How to effectively present archaeological research to museum visitors and the public.
- How to develop professional relationships with students and with other museum professionals.

**Duties and responsibilities**

The Archaeology Intern will:

- Act as the TA during the field school, assisting students with methodology, records, public interpretation, artifact identification, processing, and research;
- Assist the Collections Department with the development of a database for a comparative collection of colonial artifacts recovered from shipwrecks in the Piscataqua River, now stewarded by the New Castle Historical Society.
- Contribute to the archaeology blog and to the department's Past Perfect digital database.

**Qualifications**

Candidates must be enrolled as an undergraduate or graduate student in good standing at an academic institution in order to be eligible for this internship program. Prior archaeological field or lab work (e.g. a field school or methods course) is required.

The successful applicant should also be:

- Computer savvy; experience with collections databases (e.g. Past Perfect), mapping software (e.g. ArcGIS) and blogs (e.g. Wordpress, Blogger) is a plus;
- Independent and self-motivated;
- Very organized and detail oriented;
- A strong leader;
- Enrolled as an advanced undergraduate or graduate level student in the fields of anthropology, archaeology, or history.

**Housing provided by Strawbery Banke Museum**

Space is available in Hough House for interns who need housing. Hough House is open to all interns regardless of sex or age. While the common areas in Hough are co-ed, the bedrooms are single-sex based on the gender with which each intern identifies, and interns should expect to have a roommate for the duration of their stay in Hough House.

**Application Instructions**

All application materials are due by March 1st with the following requirements:

1. Complete the [online application](#) no later than 3/1/2020, including:
   a. Cover Letter/Personal statement up to one page in length (PDFs only), detailing your interest in the internship program answering the following 3 questions:
      i. What are your professional goals and areas of interest?
      ii. What skills and abilities you can contribute to the museum’s work?
      iii. Describe the outcomes you hope the internship experience will produce.
   b. Resume or CV
c. All required questions.

2. Submit two letters of recommendation from professors or supervisors in a related field. Letters can be submitted via email or mail to:
   jcrowley@sbmuseum.org
   Jessica Crowley
   Director of Human Resources
   Strawberry Banke Museum
   PO Box 300
   Portsmouth, NH 03802

To print a copy of the application form, please visit www.strawberybanke.org.