



POSITION ANNOUNCEMENT Historical Research Intern

Position Summary:

Chippewa Valley Museum, located in Eau Claire's beautiful Carson Park, is seeking an articulate and resourceful undergraduate or graduate intern to research, document, and share the history of underrepresented communities within Eau Claire and the greater Chippewa Valley. Primary work will take place at the Glenn Curtis Smoot Library and Archive within the Chippewa Valley Museum. It may also involve conducting oral history interviews and researching in regional private and public archival repositories.

This internship is supported by a National Endowment for the Humanities grant and includes a \$1,200 stipend. It will advance the selected student's research and communication skills and the museum's mission to connect people to the community and inspire curiosity. The position is open to any student pursuing a degree in higher education.

Essential Duties and Responsibilities:

- Work with the Chippewa Valley Museum Archivist to identify useful archival collections and research topics
- Conduct in-depth historical research in regional archives
- Compile detailed lists of primary source documents for reference use
- Write short histories for public audiences that can be shared through social media, the Chippewa Valley Museum website, and on guided tours
- Meet with museum Archivist once a week, or as needed, for progress reports.

Qualifications:

- *Required:* Excellent written and oral communication skills
- *Required:* Ability to work independently with minimal supervision
- *Required:* Experience conducting archival research and oral interviews
- *Required:* Current enrollment in an institution of higher learning
- *Preferred:* Interest in history and/or archives
- *Preferred:* Interest in issues of diversity and inclusion
- *Desirable:* Intellectual curiosity
- *Desirable:* Strong work ethic

Stipend: \$1,200 for 100 hours of work between February 1 and May 15, 2022.

HOW TO APPLY: Email cover letter, resume, and references to Jodi Kiffmeyer, j.kiffmeyer@cvmuseum.com with name in the subject line. Application review begins January 24.

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Follow this link for more details and information on how to apply.