



MUSEUM EDUCATION **INTERN**

FALL, 2018 AND
SPRING, 2019 SEMESTERS

About the Jimmy Carter Presidential Library

The Jimmy Carter Presidential Library is part of the Presidential Library system composed of fourteen Presidential Libraries. These facilities are overseen by the Office of Presidential Libraries and are part of the National Archives and Records Administration. Opened in 1986, the Carter Library is home to more than 40 million pages of archived materials and houses a collection of 40,000 objects from the Carter administration. The permanent exhibition displays many artifacts from President Carter's early life, presidency, and post-presidency years.

To learn more, please visit:

<https://www.jimmycarterlibrary.gov>

<https://www.archives.gov>

The Carter Library seeks an education intern to assist in the planning and implementation of its education program, including but not limited to:

- Providing audience-centered museum programs for school groups K-12
- Research for and generation of new curriculum-based education materials and activities
- Providing and assisting with professional development workshops for educators and students
- Providing training and oversight of Volunteer Docents
- Cross-training with archival staff and collections

Benefits to becoming a Carter Education Intern:

- Free admission to the museum for you and your family
- Gaining education experience in a museum/archival setting
- Flexible schedule
- Convenient location in Midtown, walking distance to MLK Jr. National Historic Site and numerous dining and shopping opportunities

Qualifications:

- Currently enrolled at least part-time in a Museum Studies, Public History, Education or related program of study, or has obtained a degree from an accredited institution in one of the aforementioned fields within the past two years
- Undergraduate candidates must be in the final year of a four-year course of study (completion of approx. 90 credits)
- Commit to at least 128 hours per semester (8 hours per week)
- Demonstrated public speaking experience
- Knowledge of current best practices in education
- Experience performing archival or database research
- Experience working with Volunteers preferred
- Positive attitude and strong public rapport a must!

Sidebar: *The Carter Library is a politically neutral workplace, if selected you must refrain from political debate.*

Interested candidates should send a resume, completed application via email to:

Joshua Montanari, Education Specialist
The Jimmy Carter Presidential Library and Museum
441 Freedom Pkwy NE
Atlanta, GA 30307
404.865.7126
joshua.montanari@nara.gov

*Use Subject Line: EDUCATION INTERN

Recommendations should be sent directly to joshua.montanari@nara.gov

THE JIMMY CARTER PRESIDENTIAL LIBRARY AND MUSEUM
MUSEUM EDUCATION INTERN APPLICATION

Note: This position may require a background check due to the nature of our archival collection and requirements set forth by the National Archives and Records Administration.

Name _____ Date _____

Phone Number _____ Email _____

Undergraduate Degree _____ School _____

Local Address _____

Permanent Address (if different) _____

Current University/School: _____

Program and Year: _____

Relevant Coursework: _____

Experience with Education Programming: _____

Availability: _____

Additional information you wish to provide: _____

How to apply: Send resume and completed application to joshua.montanari@nara.gov with subject line: EDUCATION INTERN.

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