



Joint Internship Opportunity
Santa Claus Museum & Village
and
Lincoln Boyhood National Memorial
Summer 2018

Job Duration: Late May – Mid-August; may vary per student’s academic schedule

Job Compensation: \$1000 stipend and housing

Academic Credit: Optional

Application Deadline: March 2, 2018

About the Sites

The Santa Claus Museum & Village preserves and interprets the cultural and natural history of the town of Santa Claus, Indiana. Between May and December, the site welcomes over 10,000 visitors. The museum collection includes historic photographs, toys, and other material objects ranging from original Abraham Lincoln items to letters from children to Santa Claus (1930s – present). In addition to a museum, the site is also home to several historic structures, including the 1935 Santa Claus statue, the original 1856 Santa Claus Post Office, and the 1880 Santa Claus Church.

Lincoln Boyhood National Memorial (LIBO) is a unit of the National Park Service and interprets the story of Abraham Lincoln’s boyhood in Southern Indiana. Lincoln spent fourteen years of his life (1816-1830) on southern Indiana soil. Many of the character traits and moral values that made Lincoln one of the world's most respected leaders were formed and nurtured here. The site consists of the Memorial Visitor Center, Lincoln Living Historical Farm, Cabin Site Memorial, Pioneer Cemetery, and hiking trails.

Internship Opportunities

As an emerging museum with a national scope of collection, the Santa Claus Museum & Village has a broad variety of needs and presents a unique opportunity for interns to be involved in areas such as long range strategic planning, collections management, archival work, special event planning, and community outreach. The main components of the internship are as follows:

1. Interpretation. Interns will receive hands-on training and experience in front-line interpretation and visitor services. Duties will include oversight of the interpretive operation, including the museum, historic structures and gift shop.
2. Exhibit Planning and Design. Interns will be responsible for brainstorming and creating new exhibits inside the museum, and researching and designing interpretive wayside exhibits for the historic structures on-site.

This internship also provides an opportunity to gain experience working at a National Park. Interns will spend part of the week working at Lincoln Boyhood National Memorial. Duties will include:

1. Interpretation. Interns may be asked to assist at both the Visitor Center and Living Historical Farm, providing interpretation and education to visitors and school groups.
2. Project work appropriate to joint academic and national park needs.

Job Qualifications

Internships are available for those interested in full-time work between late May and mid - August 2018. This internship is especially suited to undergraduate students looking to gain knowledge and experience working in a public history setting, though graduate students may apply. History, Public History, and Museum Studies majors are especially encouraged to apply, though all majors are welcome to submit an application. Applicants must be comfortable with public speaking, have a demonstrated ability to work independently, exhibit strong customer service skills, and show a willingness to take on any project assigned.

Details and Requirements

- This internship is based in Santa Claus, Indiana.
- The position includes a \$1000 stipend for approximately 12 weeks of full time work.
- The internship will consist of work at Lincoln Boyhood National Memorial and the Santa Claus Museum & Village
- Weekend shifts and holiday work will be required.
- A private room in shared housing is available at Lincoln Boyhood National Memorial.
- A valid driver's license and vehicle are required.
- Employee benefits are not provided.
- There may be additional internships and opportunities for experience at local partner sites as well. Some of these may be particularly suited to Graduate Students and those interested in grant writing.

How to Apply

Send a resume or CV by e-mail to ethompson@santaclausmuseum.org, and include the dates you are available. Applications must be received by **March 2, 2018**, and interviews will be conducted on a rolling basis.

Contact: Emily Thompson, Director
ethompson@santaclausmuseum.org

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