



Smithsonian
National Portrait Gallery

Department of Photographs Internship

The Department of Photographs is seeking an intern to work during the spring 2013 semester. The Department of Photographs is a curatorial office that has custody of NPG's extensive collection of portrait photographs. Its work includes curating exhibitions and acquiring, researching, cataloging, and storing objects. Interns will assist the Department of Photographs with various projects, including cataloging collections, compiling biographical information for subjects and photographers, and assisting with the development of future exhibitions. Assistance in cataloging a large collection of recently-acquired photographs will take center stage during the internship.

Interns should have a Master's degree or be in a graduate program. A strong background in art history or American history and a familiarity with the history of photography and various photographic processes are preferred. Legible handwriting for recording information and an acquaintance with library research techniques is desired. Skills should also include some knowledge of word-processing and computer database systems.

This is a part time internship from approximately mid January to mid May, 2013. A time commitment of 16 to 20 hours per week will be required.

How to Apply:

Please apply using the Smithsonian online application system at <https://solaa.si.edu>.

Please be aware that complete applications must include the following:

- Internship program application form
- Academic transcripts (unofficial are acceptable)
- Personal essay (use this to tell us how the internship will advance your academic/career goals)
- Two letters of reference

The deadline for applications is 9:00 AM on Monday, December 10, or until filled.

Questions:

If you have any questions about the application process, please send inquiries to:

Kailey Imes

National Portrait Gallery, Smithsonian Institution

Phone: 202.633.8508 Fax: 202.633.8521

NPGInterns@si.edu