

## Natural Science Museum Collections Internship

### **Introduction**

The mission of the Nantucket Maria Mitchell Association (MMA) is to help people experience Nantucket's land, sea and sky. Programs and facilities focus on environmental education, ecological research, astronomy, and historic preservation.

The MMA is offering a collections internship through its Natural Science Museum during the 2012 summer. The collection intern will gain valuable experience maintaining biological collections and preparing new specimens as well as operating a small natural science museum and learning about the plants, animals and geology of Nantucket Island. This position works closely and collaboratively with both the Research intern and the Education staff and is fully immersed in the care and use of a small biological collection.

The ideal applicant has interest and experience with biological collections including birds, mammals, arthropods, and plants. This internship is a unique work opportunity for students who are looking for experience with a biological collection with both historic and contemporary specimens.

### **Responsibilities and Tasks include:**

- Available to work a flexible schedule: hours of operation are from 8:30 AM to 5 PM Monday – Saturday with evening and Sunday commitments as assigned.
- Oversee all aspects of MMA's biodiversity collections, including developing fluid collections for vertebrates and invertebrates; cataloguing and inventorying all collections; improving collection management practices to the highest standard in the profession.
- Assist with ongoing research projects including bird banding, insects, and snakes.
- For 10 hours each week, be involved in the daily operations at MMA's Natural Science Museum, including leading guided tours of the facility, public programs, exhibit preparation, reception, gift shop sales, and maintenance of the facilities and grounds.
- Help lead and facilitate field trips and summer adult and children's courses offered at the MMA.
- Involvement in other activities of the Maria Mitchell Association, including staffing special events that occur during the summer.

### **Key Requirements and Qualifications:**

- Educational background in collections/museum studies or related field with at least 3 years of college experience.
- Interest/experience working in museums, with museum collections, and in the preparation of scientific specimens.
- Experience working with and interacting with the public, both adults and children.
- Comfortable with live animals including non-venomous snakes, insects and spiders

### **Skills**

- Biological specimen preparation and maintenance
- Self-motivated with the ability to work independently and with a team.
- Ability to plan ahead, organize and prioritize with an attention to detail.
- Clear communicator both verbally and written.
- Teamwork and community leadership.

Internship compensation is \$2,700.00 for undergraduates or recent graduates and \$3,060.00 for graduate students, position **includes housing**. This program is scheduled from 29 May to 1 September 2012. There is a required orientation and training from 31 May to 5 June 2012. Possible internship extension is available through 11 Sept 2012. CPR and First Aid training is provided during orientation week.

To apply, please download the application at <http://www.mmo.org/about/internships.html> and return it along with a your resume, a detailed letter of interest and college transcripts to Andrew Mckenna-Foster, Director of Natural Science Education and Programs, Maria Mitchell Association, 4 Vestal Street, Nantucket, MA 02554 no later than **15 February 2012**. Materials or inquiries may be sent by e-mail to [amckennafoster@mno.org](mailto:amckennafoster@mno.org) or by fax to 508-228-1031. For questions, call 508- 228-9198.

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The Nantucket Maria Mitchell Association is an Equal Opportunity Employer M/F/V/D.

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