



Hancock Shaker Village Summer Internship Program 2017

Dates: Internships begin on June 5 and end August 10, 2017.

Interns at Hancock Shaker Village work alongside staff and volunteers at a vibrant outdoor museum and living farm in western Massachusetts. Hancock Shaker Village is a National Historic Landmark dedicated to sharing the history, legacy, and continuing relevance of the Shakers, a religious group who lived at the site from 1790 until 1960. The Village is open daily April through November for self-guided tours, demonstrations, and talks. The Village has 20 historic buildings and a working farm and garden. Interns contribute to the successful operation of this dynamic public site while expanding their skills in and knowledge of professional museum functions and practices.

Intern opportunities for 2017 are available in the following departments:

- **Graphic design/social media intern** We are looking for a talented intern to help convey the beauty and authentic qualities of our historic Shaker village, whose multifaceted programs illuminate Shaker values still so relevant today. Working closely with the President, you'll be helping to create and implement social media and design strategies that increase exposure, maintain a loop between the museum's Facebook page, Twitter, and Instagram, and enhance how the museum presents to, interacts with, and expands its audience. *What you will be doing:* Design collateral materials and create other opportunities for branding across the campus (everything from an electronic invitation to a temporary poster to a Shaker t-shirt sold in the store) that support the mission. Plan/produce/execute social media campaigns, and collaborate with the marketing department to build exposure. Conduct research on other institutions, creating monthly reports on vital metrics. *Qualifications:* a solid background in design and/or media production, advertising, media, PR, journalism, and/or communications. Ability to work fast, manage multiple projects and communicate effectively. Strong graphic skills. Strong computer skills, some video/media production experience helpful.
- **Farm Intern** We are looking for a hard-working and energetic intern to work alongside our CSA manager as she carries out the daily operations of sustainable vegetable production on the Hancock Shaker Village Farm. The CSA garden, now in its 7th year, connects to all aspects of the Village's operation, including its education initiatives, café and retail outlets, and development efforts. Gain invaluable experience operating a successful production garden at the heart of a public historic site, and expand your knowledge on sustainable gardening in such areas as soil health; plant fertility; weed, disease and insect ecology; specific crop rotation plans; seed orders; seed saving; planting schedules; and cover crop plans. *What you will do:* weed control including mulching, cultivation (tractor experience a plus but not necessary) and hand hoeing; organic pest control; plant and manage cover crops; harvest and prepare vegetables and produce for weekly CSA pick-up; and staff the CSA pick-up. In this special setting you will use both historic and modern farm tools and machinery. Because the Village also owns and manages farm animals, you will learn basic animal husbandry and participate in barn chores as needed. You will also assist with Village initiatives that present the sustainable working farm to the public, such as giving garden tours or facilitating Saturday workshops and helping with preparations for the summer fundraising

Gala. *Qualifications:* strong commitment to learning about sustainable agriculture; demonstrated ability to take direction and work independently; success working in a dynamic environment; and willingness to work hard in all types of weather. Prior experience on a farm helpful but not required.

- **Education Intern** We are looking for an energetic and well-spoken intern to join Education Department staff and volunteer interpreters throughout the Village as we share the Shakers' story, beliefs, and continuing relevance with 50,000+ visitors. You will gain valuable experience in public speaking (both formal and informal), historical research, visitor services, customer relations, and workplace dynamics. *What you will be doing:* Develop a thirty-minute introductory talk about the Shakers, presented as part of the daily programming; engage younger visitors and their families with farm- and craft-related activities in the hands-on Discovery Barn; and, working with the Education Director, coordinate and oversee programmatic elements of the Village's four special public programs. Depending on your interest, you may also present a program on Shaker education and teach lessons in the Schoolhouse; share Shaker songs and lead Shaker movements in the Shaker Music and Dance program; or lead specialty tours in several topics, including Farm and Garden. *Qualifications:* enthusiasm for working with the public; excellent oral communication skills; a strong foundation in history, sociology, cultural studies, or another subject related to the Village; demonstrated ability to take direction and work independently; success working in a dynamic environment; experience with life on a farm a plus but not required.

Internships are full-time, five days/week, and include some weekends. Weekly schedules will be mutually decided on between the intern and his or her supervisor. Internships begin on June 5 and end August 10. All interns will receive a \$100/week stipend; off-site housing may be available if needed. Interns must provide their own transportation.

All interns will be required to

- Participate in a weekly lunch discussion with a Village department head and/or visiting scholars
- Assist in preparing for and staffing at least one special public program during the summer
- Take part in excursions to other regional cultural and agricultural institutions.
- Prepare one to three work-related Facebook postings, in consultation with the Village's PR dept
- Maintain a daily work journal (in Shaker tradition) to record their experience

Interns will have opportunities to work across departments to gain a richer experience of the Village.

Qualifications and Application Procedures

Internships are open to qualified undergraduate and graduate students enrolled in or just graduated from academic institutions within the United States and its territories. Additional qualifications are listed for individual internships.

Submit the items listed below via e-mail to Cindy Dickinson, Director of Education, Hancock Shaker Village, at cdickinson@hancockshakervillage.org or by mail at PO Box 927, Pittsfield, MA 01202.

Deadline for applications: **Thursday, March 30, 2017.** *Incomplete applications will not be considered.*

- resume
- letter of interest describing your qualifications and reasons for applying
- three professional/academic references (be sure to include full names, relationship to you, and contact information). Please do NOT send letters of recommendation.

Questions? Contact Cindy Dickinson at cdickinson@hancockshakervillage.org or at 413-443-0188 x213.