



INTERNSHIP PROPOSAL for Smithsonian Cultural Rescue Initiative (SCRI), FALL 2019

Our team is seeking an intern with an interest in understanding (1) how cultural heritage is protected in the event of a disaster, and (2) the wider U.S. emergency management structure and functions as it related to culture. This internship will involve assisting with the preparation of a week-long course centered on the improvement of cultural heritage and emergency management professionals' ability to respond to a disaster involving heritage collections, and will be done in collaboration with the Heritage Emergency National Task Force (HENTF).

Heritage Emergency and Response Training (HEART) will combine the important principles of the internationally recognized *First Aid for Cultural Heritage in Times of Crisis* training model with context-specific information for a U.S. audience. The goal is to strengthen U.S. disaster response networks and connect participants to the wider international "First Aider" network of people trained to document and protect cultural heritage in times of crisis. Participants of the training program will learn to be proactive yet sensitive to human needs, respectful of local context, and, after completing their training, ready to support measures to protect cultural heritage in their own communities.

Guided and supervised by Smithsonian staff, the intern will learn about all facets of preparation and execution of a cultural heritage disaster training program. The intern will be responsible for:

- 1) Processing applications to the program, vetting them according to specific criteria, and making recommendations to the review committee;
- 2) Working with selected teachers and assisting with training topic development;
- 3) Developing guidelines and communicating with participants about certain training prerequisites;
- 4) Writing various communication briefings about the course for multiple audiences (e.g., blog posts, memos, executive summaries) and for distribution on various platforms (e.g. printed reports, social media, and online); and
- 5) Assisting the SCRI Training Program Manager and Project Associate during the training with daily operations and logistics.

Through the development of this training, the intern will become familiar with the roles and work within the Smithsonian Cultural Rescue Initiative. S/he will coordinate with domestic heritage emergency experts and work with professionals at the Smithsonian Institution, FEMA, and other members of HENTF. By the conclusion of this internship, the intern will have greater knowledge of what steps are involved in the design and execution of a training, the reality within the museum field when responding to crises involving heritage, and also the roles that museums, such as the Smithsonian Institution, have in the field of cultural heritage preservation.

Proposed start date: September 16, 2019
Proposed end date: December 20, 2019 (14 weeks)
Schedule: Part-time, 16-20 hours per week; however, the intern will be expected to attend the full week-long training from December 9–13, 2019.

Stipend: \$3,360 - \$4,200 (based on available hours)

Application requirements:

- 1) Current resume or CV.
 - 2) Cover letter addressing the following points: 1) Experiences which you feel have prepared you for this internship; 2) What you hope to accomplish through this internship, and how it would relate to your academic and career goals; 3) What about the Smithsonian Cultural Rescue Initiative in particular interests you and leads you to apply for an internship (2 page maximum).
 - 3) Copy of transcripts
 - 4) One reference (information inputted through SOLAA system)
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Applications are due by midnight on Thursday, August 15, 2019. Interviews with short-listed candidates will be conducted the week after.

For more information, please email culturalrescue@si.edu.