



Position Title: Museum Evaluation Intern
Supervisor: Curator
Department: Curatorial
Internship Offered: Summer 2020
Status: Unpaid Internship

Position Overview: The Museum Evaluation Internship will work with the Curatorial Department to assist the Museum in learning how visitors use museum galleries and benefit from their visit. Interns will help develop questionnaires, observational assessments, and interview questions. Using these tools, interns will collect and analyze data and report findings to support upcoming exhibition development and strategic planning projects. The commitment is from June-August 2020 as part of the Summer 2020 Museum Practice Program.

Responsibilities:

- Evaluate current permanent exhibitions and visitor engagement
- Collect data for exhibit evaluation by conducting observations, interviews and surveying
- Unobtrusively observe visitor use of exhibits on a daily basis
- Interview visitors about their experience in an exhibit or gallery space
- Enter visitor interview and observation data into a database and preparing preliminary written reports
- Create list of special interest groups in area as they relate to permanent galleries and upcoming temporary shows
- Perform basis data analysis and visualization

Qualifications:

- Enrolled in an undergraduate or graduate program in (Recent graduates may apply)
- Excellent written and oral communication skills
- Attention to detail and ability to be flexible
- Proficiency with Windows and Microsoft office software
- Be an outgoing person who enjoys talking with museum visitors and be able to facilitate conversations without leading responses
- Ability to manage multiple assignments and priorities, along with a professional attitude and demeanor
- Have excellent time management skills
- Some availability on weekends

Preferred Qualifications:

- Experience conducting qualitative or ethnographic research
- Experience in data collection and survey creation
- Background in Museum Studies, Education, Anthropology, Arts Administration, Social and Behavioral Science or Marketing