



FALL 2014 CURATORIAL INTERNSHIP

Dumbarton House (DH), a Federal period historic house Museum in Georgetown, seeks a Curatorial Intern for the fall semester. Dumbarton House, headquarters of The National Society of The Colonial Dames of America, offers visitors an opportunity to enhance their appreciation of early American history. Dumbarton House strives to inform and educate the public, about life in Washington during the early Republic (c. 1800) and about Federal Period decorative arts and architecture.

Dumbarton House's collection of furniture, paintings, textiles, silver, and ceramics, consists primarily, but not exclusively, of objects dating from the Federal period of U.S. history (approximately 1790-1830). The Dumbarton House manuscript and document collection includes one of the original known copies of the Articles of Confederation, as well as papers, journals, account books, ledgers and letters documenting nearly 300 years of Nourse family life. In addition to our permanent collection, we also offer a series of temporary exhibits that feature topics relevant to additional interpretation of the museum. The Curatorial Intern works directly with and reports to the Deputy Director & Curator. Curatorial interns will assist in a variety of collection related activities including: installation and dismantling of exhibitions, moving of objects, general housekeeping in exhibition galleries, completing condition reports, photographing objects, re-housing objects, and updating object inventories in PastPerfect.

The internship program is designed to provide research opportunities and practical, hands-on experience to students pursuing a graduate- or post-graduate degree in art, American history, exhibition design, museum studies, material culture studies, or related field. Applicants with a recent degree, working toward a degree, and/or comparable work experience will be considered. Applicants must be able to work independently with minimal supervision, and be willing to assist with all aspects of working in a small, historic house museum. To apply, please email a cover letter, resume/CV, and a one page object label with image (any object of your choice).

Schedule

- September – December, 2014
- Available 8-12 hours/week for a total of 150 hours over the course of the semester.

Requirements

- Excellent organizational skills and attention to detail;
- Excellent, research, written, and oral communication skills;
- Familiarity with proper decorative arts terminology and a particular interest in the Federal period a plus;
- The ability to work both independently and as part of a team;
- Experience with MS Office applications (Word and Excel), knowledge of databases and office equipment. Experience with Past Perfect 5 a plus; and
- Strength, dexterity, and mobility to perform all duties.

Academic credit may be arranged in cooperation with a sponsoring college or university, or a **stipend**, may be awarded to interns

To Apply

- Send cover letter, resume or CV, and one (1) page object label to: **education@dumbartonhouse.org; Curatorial Intern c/o Education Director, 2715 Q Street, NW, Washington, DC, 20007-3071; FAX: 202-337-0348.**
- Qualified applicants will be contacted to schedule an interview.

For more information about the museum and our programs, please visit www.DumbartonHouse.org.