

GEORGE WASHINGTON'S
MOUNT ★ VERNON

Historic Preservation Office

HISTORICAL DATABASE INTERN

Mount Vernon's Historic Preservation & Collections division seeks a **HISTORICAL DATABASE INTERN** to aid in the Rebuilding the House for Families project in which the intern will input primary source data into a catalog of all known events connected to the enslaved population (named and unnamed) found in the written record associated with Washington (written by him, to him, and/or on his behalf).

Under the direction of Mount Vernon staff, the intern will be responsible for identifying and researching appropriate primary written records relevant to the project (especially farm reports submitted by Washington's managers) and for accurately cataloging into the database the events described by the records. He/she will be responsible for editing existing records and assisting in the documentation of unique individuals who resided at Mount Vernon. Other responsibilities will include contributions to social media about recent discoveries and research efforts.

Applicants must have: a Bachelor's degree in History/Anthropology or a related field, experience with 18th-century primary documents in both original script and transcript form, experience with Microsoft Access (e.g. databases), strong research and writing skills, and the ability to work independently, as well as, part of a team.

This position begins approximately February 2, 2015. The position includes a stipend; there are no benefits. The internship concludes around May 15, 2015; flexibility in scheduling is possible.

Please send a resume, cover letter, and two references by January 21, 2015, to:

Molly Kerr, Digital Humanities Program Manager
Mount Vernon Ladies' Association
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703.667.3645
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