

## *Native Internship*

**FLSA Status:** Part-Time - up to 20 hours/wk (depending on college schedule)

**Wage:** \$1000 per month per semester

**Semester:** Winter Semester 2024

**SUMMARY:** The Grand Rapids Public Museum (GRPM) is pleased to announce the Collections Native Internship. This internship aims to support the Anishinaabe Curator and Collections Department in the performance of their duties. This position reports directly to the Anishinaabe Curator. This Collections Native Internship provides a unique opportunity to collaborate with diverse stakeholders and honor cultural heritage while advancing museum objectives while fostering a one of a kind learning experience.

**PROJECTS, RESPONSIBILITIES AND DUTIES:** The Collections Native Intern will undertake a multifaceted role dedicated to the successful realization of GRPM objectives. Key responsibilities include, but are not limited to:

- **Cataloging and Archiving:** Skillfully manage cataloging efforts, ensuring accurate and organized recording of artifacts, documents, and related materials within established databases.
- **Compliance and Ethical Considerations:** Familiarize yourself with the Native American Graves and Repatriation Act (NAGPRA) requirements, ensuring adherence to ethical and legal mandates pertaining to cultural heritage preservation.
- **Collaboration and Consultation:** Collaborate effectively with tribal nations, project partners, and community collaborators to ensure culturally sensitive and well-informed decisions during the planning process.
- **Content Creation:** Contribute to written materials, including editing and crafting content that adheres to scholarly standards.
- **Event Planning:** Assist in the planning and execution of events, workshops, and programs, fostering community engagement and education.

**WORKSKILLS:**

- A candidate with the ability to be a self-motivated learner who is enthusiastic and capable of working independently.
- The candidate will have strong people skills, communicate effectively, and the ability to follow both oral and written instructions.

**EXPERIENCE:** Experience in event planning and content creation is a plus.

**QUALIFICATIONS:**

- A demonstrated interest in fields such as museum studies, ethnography/cultural anthropology, cultural resource management, history, or library sciences.
- Strong connections to the Anishinaabe community, reflecting an understanding of cultural sensitivities and heritage considerations.
- Self-motivation and a proven ability to engage in independent learning and research.
- Excellent written and verbal communication skills, with an attention to detail and scholarly rigor.

**PHYSICAL DEMANDS:** Ability to lift up to 25 pounds, bend, stoop, reach and climb ladders up to twelve feet.

**WORK ENVIRONMENT:** Professional, educational business setting.