



A LIVING  
MEMORIAL  
TO THE  
HOLOCAUST

## Internship Application

High school and college students interested in unpaid, volunteer internships at the Museum are encouraged to apply. Applications for fall internships are accepted through August. Applications for spring internships are accepted through December. Applications for the summer are accepted through May. All applications are reviewed on a rolling basis; the Museum may request an interview.

New York City public high school students and college students studying in the Northeast should also look into the Museum's paid internship programs: the High School Apprenticeship Program and the Lipper Internship. For more information, visit [www.mjhnyc.org](http://www.mjhnyc.org), or call 646.437.4303.

### Contact Information

Name: \_\_\_\_\_ School/College Name: \_\_\_\_\_

Primary Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Secondary address: \_\_\_\_\_

Secondary Phone: \_\_\_\_\_ Dates at secondary address: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

### Emergency Contact Information

Name: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Personal or Professional References

Name: \_\_\_\_\_ Years known: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Years known: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Educational Background:**

Education	Name of School	Date(s) attended	Degree(s) earned
High School			
College			
Graduate			
Other			

**Work Experience:**

Employer	Position Held	Dates of Employment

**Volunteer Experience:**

Organization	Position Held	Dates of Employment

**Additional Experiences, Skill, and/or Special Interests:**

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3	
4	

**1. Please answer the questions in the space provided, or on a separate sheet of paper:**

- How did you learn about the Museum?

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- Have you visited the Museum and/or the Museum website? Please share your thoughts.

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- What would you contribute and what would you gain from working at the Museum?

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**2. Internships at the Museum combine administrative work with educational experiences. Please indicate your level of interest in the following areas of the Museum:**

	Least Interested → Most Interested				
Visitor Services	1	2	3	4	5
Retail	1	2	3	4	5
Outreach	1	2	3	4	5
Public Programs	1	2	3	4	5
Events Planning	1	2	3	4	5
Curriculum Development	1	2	3	4	5
Museum Education	1	2	3	4	5
Tours	1	2	3	4	5
New Media Projects	1	2	3	4	5
Information Technology	1	2	3	4	5
Jewish and Holocaust History	1	2	3	4	5
Library Services	1	2	3	4	5
Collections Management	1	2	3	4	5
Exhibitions	1	2	3	4	5
Genealogy	1	2	3	4	5
Finance/Accounting	1	2	3	4	5
Marketing/Public Relations	1	2	3	4	5
Fundraising	1	2	3	4	5
Museum Administration	1	2	3	4	5

**3. Internships at the Museum require a significant contribution of staff time towards training and supervision. In order to insure that both the applicant and the Museum benefit from the exchange, a minimum time commitment of two days per week is requested.**

- Date you may begin internship: \_\_\_\_\_
- Date you must end internship: \_\_\_\_\_
- Hours available daily:
  - Monday \_\_\_\_\_ Tuesday \_\_\_\_\_
  - Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_
  - Friday \_\_\_\_\_ Sunday \_\_\_\_\_

**I certify that the facts and responses set forth in this application, or otherwise made by me, are true and complete to the best of my knowledge and belief.**

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please attach a resume and submit your completed application to:**  
 Museum of Jewish Heritage—A Living Memorial to the Holocaust  
 36 Battery Place, New York NY 10280, Attn: Internships (FAX: 646.437.4311)